



**Semi-Annual Report  
on  
Female and Minority Employment**

**January - June 2013**

**Personnel Cabinet  
February 2014**



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## EXECUTIVE SUMMARY



**STEVEN L. BESHEAR**  
GOVERNOR

### PERSONNEL CABINET

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**TIM LONGMEYER**  
SECRETARY

February 21, 2014

The Honorable Steve Beshear  
Governor, Commonwealth of Kentucky  
The Capitol Building  
Frankfort, Kentucky 40601

Dear Governor Beshear:

In accordance with KRS 18A.138, I am submitting to you the enclosed Semi-Annual Report on Female and Minority Employment for the six-month period of January 1 through June 30, 2013. This report reflects the overall minority and female employment utilization for the Executive Branch as well as figures for each of the various cabinets.

Currently, the long-term hiring goal for minorities and females are 10% and 52.42% respectively. With the release of Kentucky demographic data from the 2010 Census, utilization goals will change for both females and minorities in state employment. Beginning with the December 2013 report, the minority utilization goal will increase incrementally from 10% to 12.2% over five reporting periods. The initial report will measure the minority employment goal at 10.2% and the four subsequent reporting periods will measure these goals at 10.7%, 11.2%, 11.7% and 12.2%, respectively. Female utilization goals will fall from 52.42% to 50.8%, and measured beginning with the December 2013 report.

Through these goals, your Administration continues its focus on increasing representation in employment by race and gender and developing a Kentucky State Government workforce that reflects the racial and gender demographics of the citizens we serve.

This Semi-Annual Report on Female and Minority Utilization is compiled with data from the Kentucky Human Resources Information System (KHRIS). The Office of Diversity & Equality has worked to ensure that the updated reporting system more accurately reflects the racial and gender makeup of the Executive Branch. Again in this report, and in all subsequent reports, data from the



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United Prosecutorial System and the constitutional offices of the Secretary of State, Attorney General, State Treasurer, Auditor of Public Accounts, and the Department of Agriculture are removed from the overall Executive Branch employment totals. This format more accurately reflects the workforce makeup of your administration. The employment data from the aforementioned agencies will be included as appendices to this report.

The total number of Executive Branch employees, for our reporting purposes, as of June 30, 2013, was 33,376. At the close of this reporting period, your administration employed 2,970 minorities and 16,299 females. This represents a utilization percentage of 8.9% for minorities and 48.83% for females.

The Personnel Cabinet, the Cabinet for Health and Family Services and the Economic Development Cabinet all exceed the overall goals for both minority and female employment. While the Labor Cabinet, Education Cabinet, and General Government exceed the goal for female employment. In this report you will find overall and categorical utilization data for each of the various cabinets in addition to charts denoting utilization trends over several reporting periods.

The Personnel Cabinet, through its Office of Diversity and Equality (ODE), is committed to assisting agencies through providing training in the areas of diversity and EEO. ODE continues to develop specific and targeted consultations for the various cabinets in hopes of reaching full utilization.

Sincerely,

Tim Longmeyer, Personnel Secretary  
Enclosure: Semi-Annual Report January - June, 2013

## STATEMENT OF PURPOSE

### **Office of Diversity & Equality**

The Office of Diversity & Equality (ODE), in the Commonwealth of Kentucky's Personnel Cabinet, is committed to ensuring greater diversity within state government. Kentucky Revised Statute 18.A 138(4) directs the Personnel Cabinet to produce this Semi-Annual Report on Minority & Female Employment in order to provide state officials with a progress assessment of the Commonwealth's Affirmative Action Plan. The data in this report reflects the degree of workforce diversity within the Executive Branch of state government.

The Executive Branch Affirmative Action Plan requires the Personnel Cabinet to set utilization goals for female and minority employment. The goals in this report reflect the goals set during this reporting period, and are 52.42% and 10%, respectively. These goals were based on Kentucky population data from the 2000 Census. The purpose of this Semi-Annual Report on Female & Minority Employment is to provide a snapshot of workforce realities in comparison to the established goals.

With the release of new demographic data from the 2010 Census, the new Executive Branch Affirmative Action Plan, established by Executive Order 2013-841, has established new utilization goals for future reporting periods. Beginning with the December 2013 report, the female utilization goal will fall from 52.42% to 50.8% due to recent decline in the female population. With the increase of minority populations in the Commonwealth, the minority utilization goal will increase from 10% to 12.2% over the next five consecutive reporting periods. Below is the schedule for this gradual increase:

<b>Reporting Period</b>	<b>Minority Utilization Goal</b>	<b>Increase</b>
December 2013	10.2%	0.2%
July 2014	10.7%	0.5%
December 2014	11.2%	0.5%
July 2015	11.7%	0.5%
December 2015	12.2%	0.2%

The Office of Diversity & Equality produces this report, as well as diversity and EEO training for the various cabinets, in order to promote and sustain a workforce that reflects the diversity found within the Commonwealth. Success in securing a diverse workforce is a legal, economic and moral imperative. This report should allow the various cabinets to assess their plans for the recruitment, retention and promotion of minorities and women.

### **Report Structure and Methodology**

The data included in this Semi-Annual Report on Female & Minority Employment was provided by the Kentucky Human Resources Information System (KHRIS). The data is broken down into three groups: total employment, minority employment and female employment.

Within this report, one will find graphic representations of the data provided by KHRIS,

beginning with an overview of the statewide progress, followed by a snapshot of minority and female utilization numbers for the various cabinets.

Since December 2011, all subsequent reports have excluded employment data from the United Prosecutorial System and the constitutional offices of the Secretary of State, Attorney General, State Treasurer, Auditor of Public Accounts, and the Department of Agriculture in the overall Executive Branch employment totals. This change was made to more accurately reflect the workforce makeup of this administration. The employment data from the aforementioned agencies will be included as appendices to this report.

### **Notes on Reading the Utilization Tables**

1. The Executive Branch Utilization Tables (page 11), and the tables compiled for each of the various cabinets, consists of twelve columns. The column categories are abbreviated to provide maximum use of space on the pages that follow. The categories found on the Commonwealth Utilization Table, from left to right, are (abbreviations in parenthesis used in the report):
  - Job Category
  - Total Number of Employees (TOT EMPLS)
  - Number of Minorities Employed (MIN)
  - Percentage of Minorities Employed (% MIN)
  - Projected Minority Utilization Goals (MIN PROJ % GOAL)
  - Number of Minority Hires Needed to Reach Goal (# MIN NEEDED)
  - Number of Females Employed (FEM)
  - Percentage of Females Employed (% FEM)
  - Projected Female Utilization Goals (FEM PROJ % GOAL)
  - Number of Female Hires Needed to Reach Goal (# FEM NEEDED)
2. Rows 2-10 on the Commonwealth Utilization Table, and the tables compiled for each of the various cabinets, represent the EEO Job Categories found within state government. There are nine possible categories - for a description of each EEO Job Category ***SEE APPENDIX 7.***
3. Rows 11-13 provide totaled information for overall analysis. These rows include:
  - TOTAL (the sum of all data found in the various columns)
  - DECEMBER 2012 TOTAL (the totals from the previous reporting period)
  - CHANGES (the differences between the current total and the total from the previous reporting period)
4. Color coding is used to highlight certain useful information for readers.
  - Green (utilization goal met)

### **Cabinet Utilization Tables**

Also included in this report are snapshots of the overall minority and female utilization numbers for each cabinet as well as a breakdown for the various EEO Job Categories.

### **Trend Charts**

Provided in this report are charts representing minority and female utilization over designated periods of time. The charts for total Executive Branch utilization (pages 15 and 16) measure utilization goals and semi-annual data for minority and female employment, respectively, dating back to the December 1998 Semi-Annual Report on Female & Minority Employment. Trend charts are also included for the various cabinets, representing data from June 2007 (the last reporting period of the previous administration).<sup>1</sup>

### **Analytical Framework for Readers**

The presentation of data found within this report focuses on providing readers with a general overview of the status of the Executive Branch of the Commonwealth of Kentucky and its various cabinets on the employment of minorities and women.

Certain cabinets will have more difficulty reaching goals due to the limited qualifying availability within the labor pool of targeted populations for traditionally race or gender dominated positions. This does not excuse underutilization, but rather, provides the opportunity for innovation in recruitment and retention of minority and female employees in order to improve these numbers in a good faith effort (even if reaching the projected goal is not feasible).

For the purpose of this report, areas highlighted to indicate the achievement of utilization goals comply strictly with the percentages established to quantify full utilization.

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<sup>1</sup> Trend charts for two cabinets, Labor and Public Protection, provide information dating back to June 2008, the first reporting period after the creation of these cabinets.

## **MINORITY & FEMALE EMPLOYMENT DATA**



## Executive Branch Utilization Summary

Between January 1 and June 30, 2013, the Kentucky Executive Branch increased the number of employees by 266 positions, from 33,110 to 33,376. The total number of minority held positions during this period fell by eight positions from 2,978 to 2,970. This decrease in the total number of minority held positions resulted in a 0.09% fall in minority utilization from 8.99% to 8.9%, 1.1% shy of the minority utilization goal of 10%.<sup>2</sup>

Conversely, during this reporting period, though the number of female held positions increased by 175 positions from 16,129 to 16,299, and the overall female utilization rose 0.13% from 48.70 to 48.83%, 3.59% shy of the female utilization goal of 52.42%. Females represented 65.8% of the 266 additional positions in the Executive Branch.

During this reporting period, the Commonwealth continued to exceed the minority utilization goal in two EEO Job Categories (Paraprofessional and Service Maintenance). The female utilization goal was again met in four EEO Job Categories this reporting period (Professional, Paraprofessional, and Office & Clerical and Other).

Deficiencies in attaining the overall minority and female utilization goals can be found in several areas. Looking at minority employment by cabinet, the Energy & Environment, Tourism, and Transportation cabinets have a disproportionately low proportion of overall minority employees in comparison to their proportions of the overall Executive Branch workforce. The Energy & Environment Cabinet employs 5.31% of the overall Executive Branch workforce, but only 2.66% of the overall minority employment. The Tourism, Arts & Heritage Cabinet employs 3.70% of the overall minority employment in the Executive Branch, while composing 6.01% of the Executive Branch workforce. And though the Transportation Cabinet employs 14.52% of the Executive Branch workforce, minorities employed by this cabinet only comprise 9.24% of the overall minority employment. Additionally, as of this reporting period, the Public Protection Cabinet minority employment percentage is at its lowest since the creation of the cabinet in 2008. There has been a significant loss in minority utilization since June of 2009 when the cabinet reached a high of 9.03% - a loss of 3.42 percentage points from that time to 5.61% this reporting period.

The major deficiencies in female employment are found in the Justice and Transportation cabinets. Though the Transportation Cabinet workforce represents 14.60% of the overall Executive Branch employment, females employed by Transportation only comprise 5.89% of the overall Executive Branch female employment. Likewise, though the Justice & Public Safety Cabinet employs 24.20% of Executive Branch employees, its female employees only represent 17.87% of all female Executive Branch employees.

The percentage of overall Executive Branch minority and female employees employed with the Cabinet for Health and Family Services far exceeds the cabinet's proportion of the overall workforce. Though the Cabinet for Health & Family Services employs 22.64% of the Executive

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<sup>2</sup> For a chart explaining the gradual increase of minority utilization goals established with the new demographic information from the 2010 Census, please see the "Statement of Purpose" on page 5.

Branch workforce, it employs 36.46% and 37.38% of the overall minority and female Executive Branch employees, respectively.

(For a full list of employment percentages by cabinet see Page 19.)

In examining proportional representation by EEO Job Categories, there are a few EEO Job Categories where minority and female employees are either significantly underutilized or disproportionally concentrated.

Across the board, minority underrepresentation is most prevalent in EEO Job Categories 1 (Officials & Administrators), 4 (Protective Service Workers) and 7 (Skilled Workers). EEO Job Category 1 is comprised of 8.37% of the total Executive Branch workforce, though only 6.69% of the total number of minorities employed by the Executive Branch is from this particular category. Likewise, Category 4 comprises 10.61% of the total Executive Branch workforce, but only 8.37% of the minority workforce. And most severely, Category 7 is 7.57% of the total Executive Branch employment but only 4.07% in the case of minorities.

EEO Categories 5 (Paraprofessionals) and 8 (Service Maintenance) both have a higher concentration of the Executive Branch minority employment than the total workforce percentage. Category 5 consists of 7.13% of the total workforce but 10.86% of the minority employment. Category 8 comprises 5.03% of the total workforce but 8.13% of the minority employment.

For female employment, underrepresentation can be found in EEO Job Category 4 (Protective Service Workers) and 7 (Skilled Workers). Categories 4 and 7 comprise 10.61% and 7.57% of the Executive Branch workforce, respectively, but only 4.07% and 0.89% of the total female employment.

Higher concentrations of female employees are found in EEO Job Categories 2 (Professionals), 5 (Paraprofessionals) and 6 (Office & Clerical). Category 2 is 51.24% of the Executive Branch total, but 60.5% of the female total. Category 5 is 7.13% of the overall workforce but 11.29% of the female workforce. And 5.05% of Executive Branch employees belong to Category 6, but 8.22% of the Executive Branch female employees hold Category 6 positions.

(For a full list of employment percentages by EEO Job Category see Page 20.)

## EXECUTIVE BRANCH UTILIZATION TABLE

JOB CATEGORY	TOT EMPS	MIN	% MIN	MIN PROJ % GOAL	# MIN NEEDED	FEMALE EMPS	% FEMALE	FEMALE PROJ % GOAL	# FEMALE NEEDED
EEO GRP 1: OFFICIALS & ADMIN	2,758	197	7.14%	10.00%	78.8	1,173	43%	52.42%	272.8
EEO GRP 2: PROFESSIONAL	16,957	1,559	9.19%	10.00%	136.7	9,755	57.53%	52.42%	0.0
EEO GRP 3: TECHNICIANS	1,640	118	7.20%	10.00%	46	581	35.43%	52.42%	278.7
EEO GRP 4: PROTECT SERV WRKR	3,603	252	6.99%	10.00%	108.3	671	18.62%	52.42%	1,217.7
EEO GRP 5: PARA PROFESSIONAL	2,455	328	13.36%	10.00%	0.0	1,878	76.50%	52.42%	0.0
EEO GRP 6: OFFICE & CLERICAL	1,640	154	9.39%	10.00%	10	1,288	78.54%	52.42%	0.0
EEO GRP 7: SKILLED WORKER	2,521	114	4.52%	10.00%	138.1	144	5.71%	52.42%	1,177.5
EEO GRP 8: SERVICE MAINTENANCE	1,801	248	13.77%	10.00%	0.0	808	44.86%	52.42%	136.1
EEO GRP 9: OTHER	1	0	0.0%	10.00%	0.1	1	100%	52.42%	0.0
<b>JUNE 2013 TOTAL</b>	<b>33,376</b>	<b>2,970</b>	<b>8.90%</b>	<b>10.00%</b>	<b>367.6</b>	<b>16,299</b>	<b>48.83%</b>	<b>52.42%</b>	<b>1,196.7</b>
<b>DECEMBER 2012 TOTAL</b>	<b>33,110</b>	<b>2,978</b>	<b>8.99%</b>	<b>10.00%</b>	<b>333</b>	<b>16,124</b>	<b>48.70%</b>	<b>52.42%</b>	<b>1,232.3</b>
<b>CHANGES</b>	<b>266</b>	<b>-8</b>	<b>-0.09%</b>	<b>0</b>	<b>34.6</b>	<b>175</b>	<b>0.13%</b>	<b>0</b>	<b>-35.6</b>



Utilization Goals Met



December 2012 Totals



June 2012 Totals



Columns represent utilization percentages for all employers in the state



Columns represent numbers from the Commonwealth



Changes in numbers between June 2012 and December 2012

## OVERALL CABINET GOAL ATTAINMENT

- **Cabinets meeting both minority and female utilization goals:**

- Economic Development Cabinet
- Health & Family Services Cabinet
- Personnel Cabinet

- **Cabinets meeting minority utilization goals:**

- Economic Development Cabinet **(10.75%)**
- Health & Family Services Cabinet **(14.33 %)**
- Personnel Cabinet **(11.47%)**

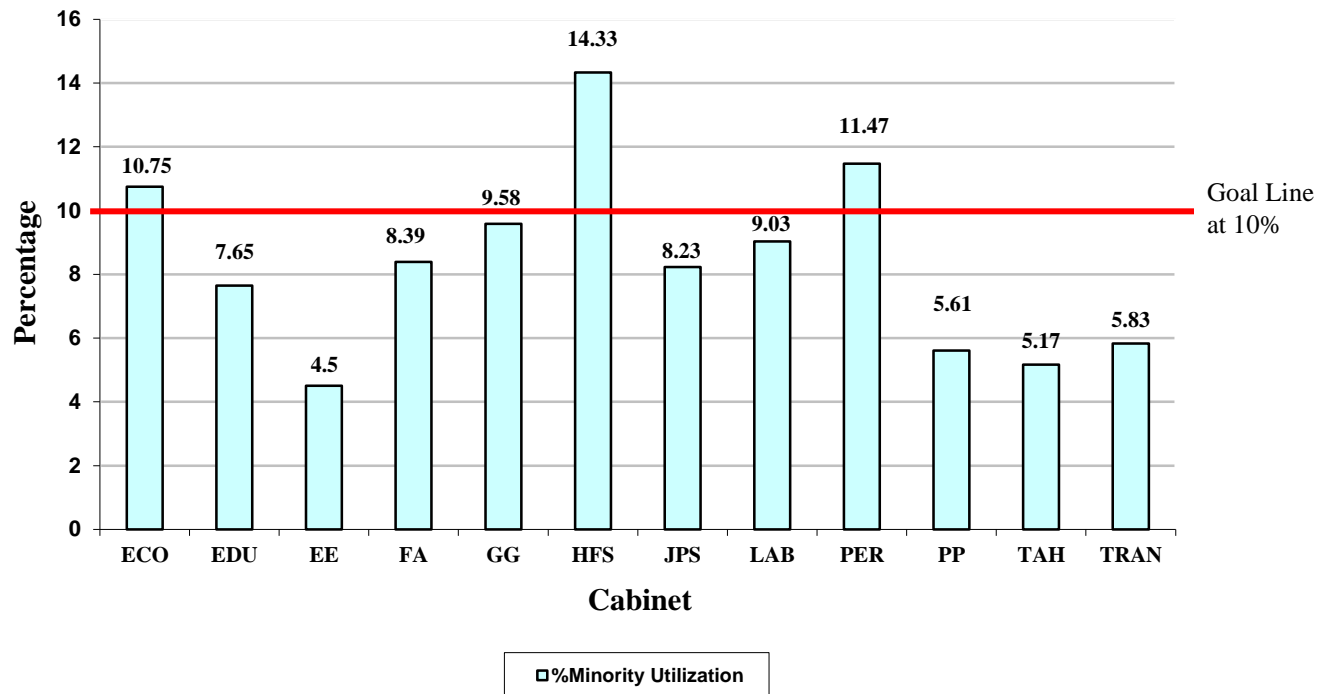
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*(The General Government and the Labor Cabinet both came within one percentage point of attaining the minority employment goal for this reporting period with 9.58% and 9.03%, respectively.)*

- **Cabinets meeting female utilization goals:**

- Economic Development Cabinet **(53.76 %)**
- Education Cabinet **(58.88%)**
- General Government **(69.13%)**
- Health & Family Services Cabinet **(80.61%)**
- Labor Cabinet **(55.98%)**
- Personnel Cabinet **(74.77%)**

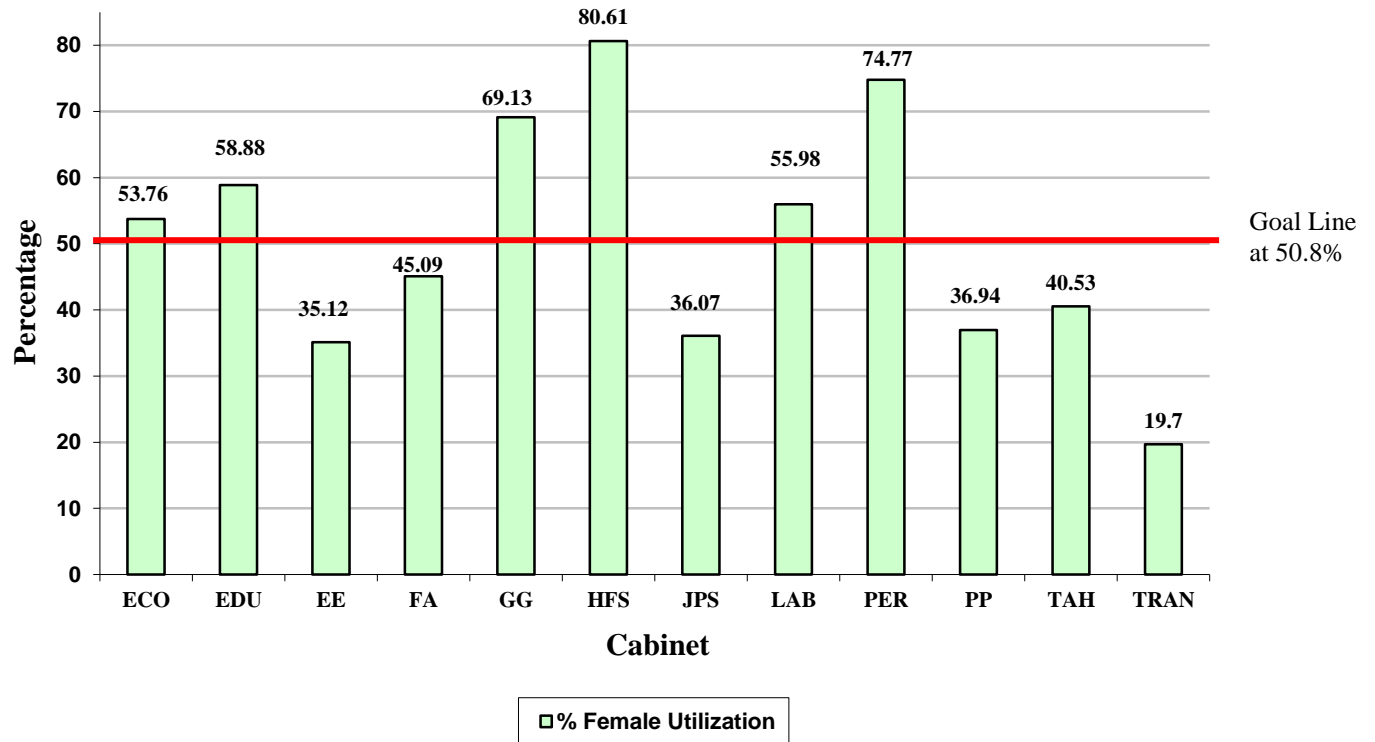
## MINORITY UTILIZATION BY CABINET



### CABINETS

ECO	- Economic Development
EDU	- Education & Workforce Development
EE	- Energy & Environment
FA	- Finance & Administration
GG	- General Government
HFS	- Health & Family Services
JPS	- Justice & Public Safety
LAB	- Labor
PER	- Personnel
PP	- Public Protection
TAH	- Tourism, Arts & Heritage
TRAN	- Transportation

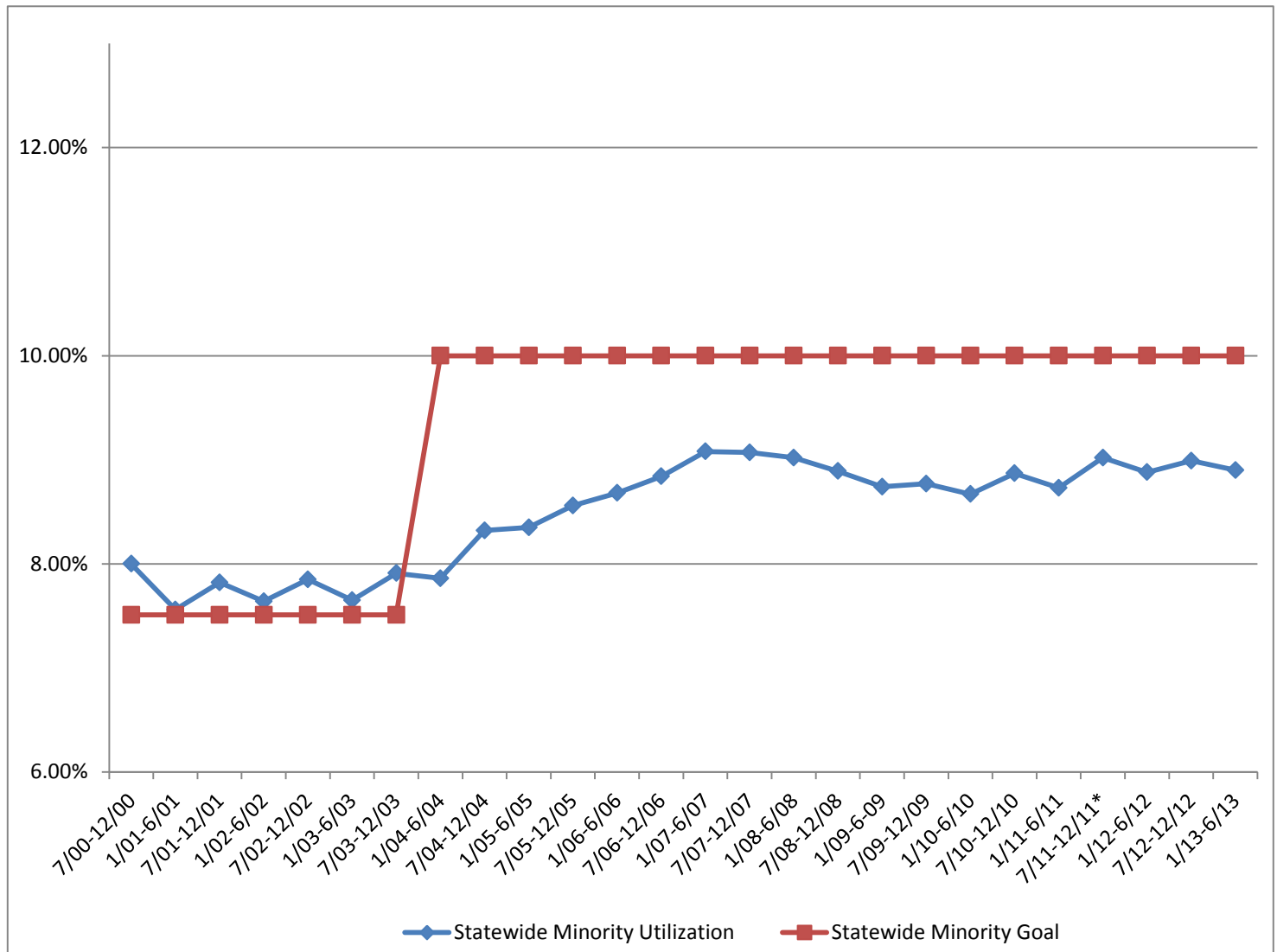
## FEMALE UTILIZATION BY CABINET



### CABINETS

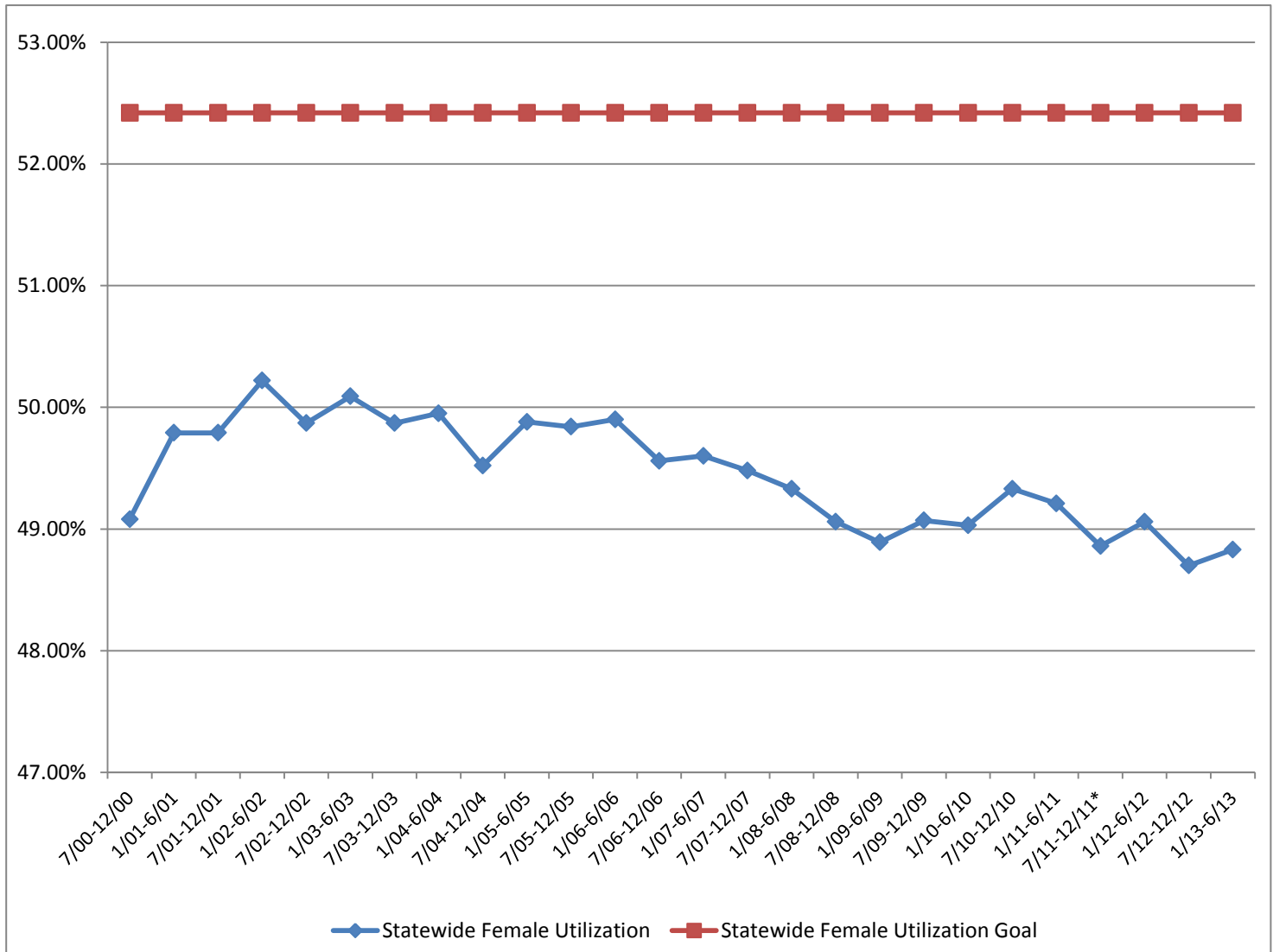
ECO	- Economic Development
EDU	- Education
EE	- Energy & Environment
FA	- Finance & Administration
GG	- General Government
HFS	- Health & Family Services
JPS	- Justice & Public Safety
LAB	- Labor
PER	- Personnel
PP	- Public Protection
TAH	- Tourism, Arts & Heritage
TRAN	- Transportation

## MINORITY UTILIZATION TREND FOR DECEMBER 2000 – JUNE 2013



\* From December 2011 forward, data will exclude employees from the Unified Prosecutorial System and the various offices of the Constitutional Officers (Secretary of State, Attorney General, Auditor of Public Accounts, State Treasurer and Commissioner of Agriculture).

## FEMALE UTILIZATION TREND FOR DECMEBER 2000 – JUNE 2013

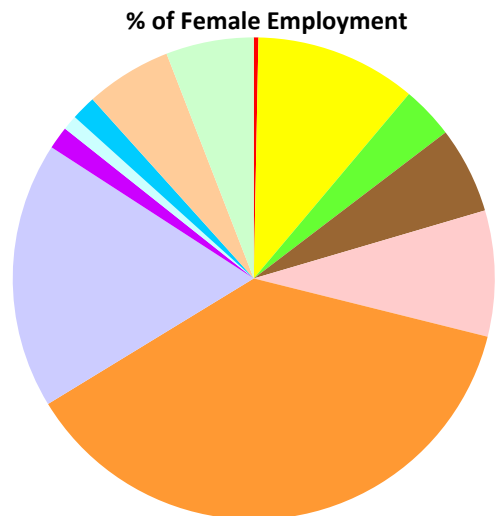
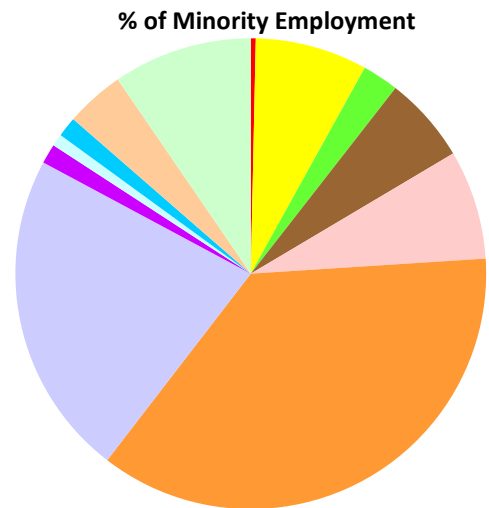
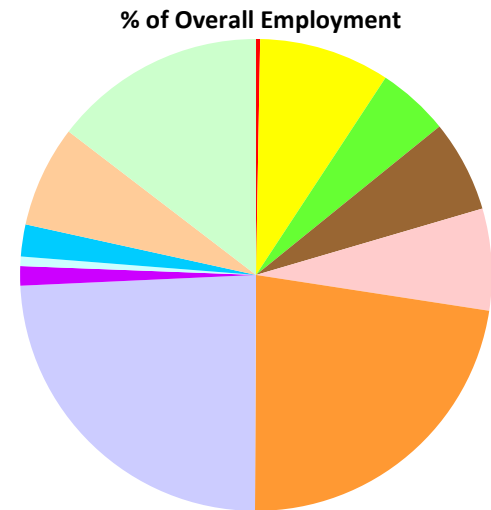


\* From December 2011 forward, data will exclude employees from the Unified Prosecutorial System and the various offices of the Constitutional Officers (Secretary of State, Attorney General, Auditor of Public Accounts, State Treasurer and Commissioner of Agriculture).



## PERCENTAGE OF EXECUTIVE BRANCH UTILIZATION BY CABINET

Cabinet	% Overall Employment	% Minority Employment	% Female Employment
<b>ECO</b>	0.28%	0.34%	0.31%
<b>EDU</b>	8.97%	7.71%	10.82%
<b>EE</b>	4.92%	2.49%	3.51%
<b>FA</b>	6.29%	5.93%	5.80%
<b>GG</b>	6.97%	7.51%	8.44%
<b>HFS</b>	22.64%	36.46%	37.38%
<b>JUS</b>	24.20%	22.39%	17.87%
<b>LAB</b>	1.33%	1.35%	1.52%
<b>PER</b>	0.65%	0.84%	1.00%
<b>PP</b>	2.19%	1.38%	1.66%
<b>TAH</b>	6.96%	4.04%	5.77%
<b>TRAN</b>	14.60%	9.56%	5.89%

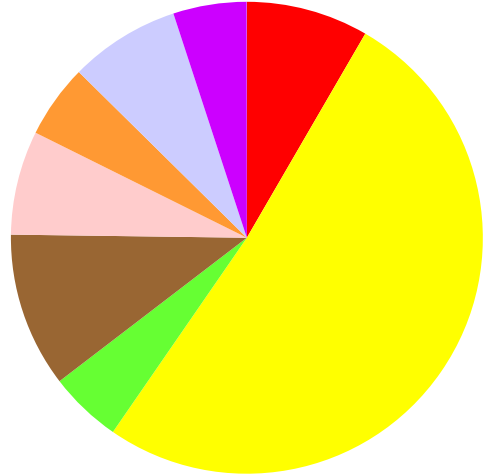


## PERCENTAGE OF EXECUTIVE BRANCH UTILIZATION BY JOB CATEGORY

EEO Job Category	% Overall	% Minority	% Female
<b>Group 1</b>	8.37%	6.69%	7.24%
<b>Group 2</b>	51.24%	52.91%	60.50%
<b>Group 3</b>	4.99%	4.07%	3.64%
<b>Group 4</b>	10.61%	8.37%	4.07%
<b>Group 5</b>	7.13%	10.86%	11.29%
<b>Group 6</b>	5.05%	4.91%	8.22%
<b>Group 7</b>	7.57%	4.07%	0.89%
<b>Group 8</b>	5.03%	8.13%	4.13%
<b>Group 9</b>	0.01%	0.00%	0.01%

Group 1: Officials & Administrators  
 Group 2: Professionals  
 Group 3: Technicians  
 Group 4: Protective Service Workers  
 Group 5: Paraprofessionals  
 Group 6: Office & Clerical  
 Group 7: Skilled Workers  
 Group 8: Service Maintenance  
 Group 9: Other

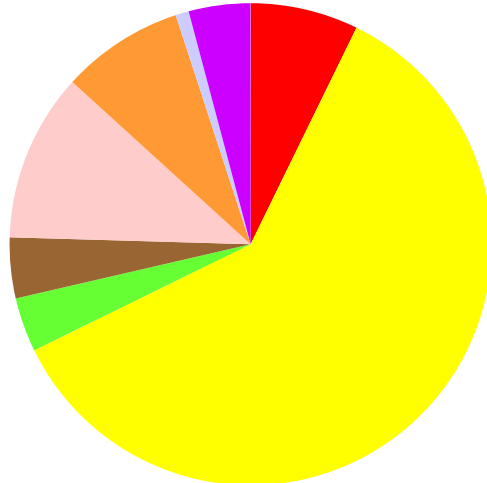
**% of Overall Employment**



**% of Minority Employment**



**% of Female Employment**



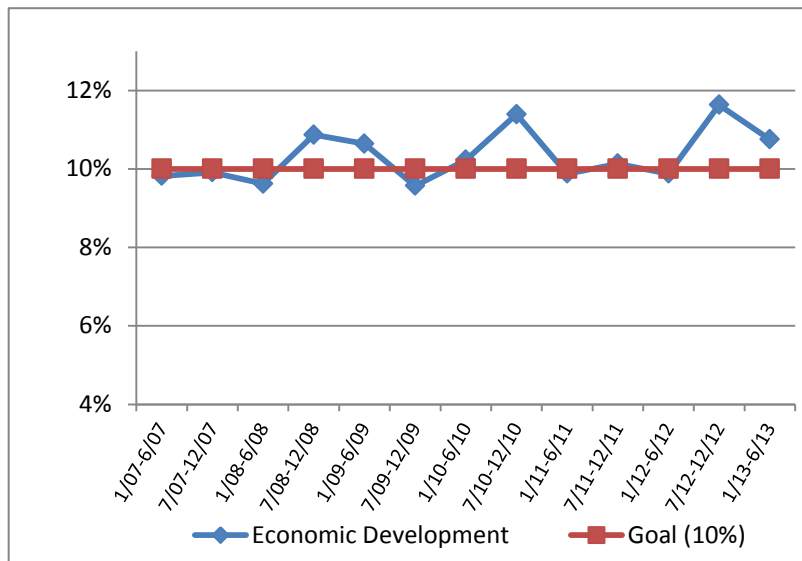
**CABINET UTILIZATION TABLES**

## ECONOMIC DEVELOPMENT CABINET

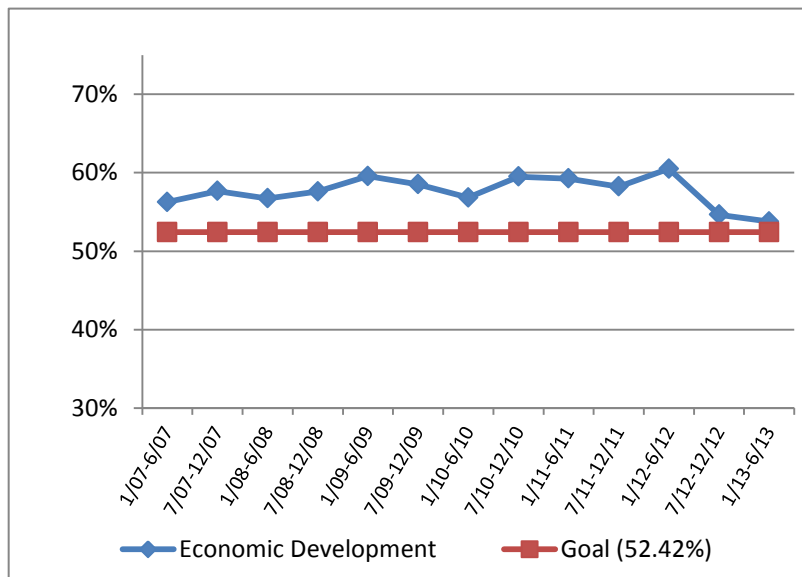
### January - June 2013 Utilization Table

JOB CATEGORY	TOT EMPS	MIN	% MIN	MIN PROJ % GOAL	# MIN NEEDED	FEMALE EMPS	% FEMALE	FEMALE PROJ % GOAL	# FEMALE NEEDED
EEO GRP 1: OFFICIALS & ADMIN	17	2	11.76%	10.00%	0.0	5	29.41%	52.42%	3.9
EEO GRP 2: PROFESSIONAL	66	7	10.61%	10.00%	0.0	36	54.55%	52.42%	0.0
EEO GRP 3: TECHNICIANS	3	0	0.0%	10.00%	0.3	3	100%	52.42%	0.0
EEO GRP 4: PROTECT SERV WRKR	--	--	--	--	--	--	--	--	--
EEO GRP 5: PARA PROFESSIONAL	1	0	0.0%	10.00%	0.1	1	100%	52.42%	0.0
EEO GRP 6: OFFICE & CLERICAL	5	0	0.0%	10.00%	0.5	5	100%	52.42%	0.0
EEO GRP 7: SKILLED WORKER	--	--	--	--	--	--	--	--	--
EEO GRP 8: SERVICE MAINTENANCE	1	1	100%	10.00%	0.0	0	0.0%	52.42%	0.6
EEO GRP 9: OTHER	--	--	--	--	--	--	--	--	--
TOTAL	93	10	10.75%	10.00%	0.0	50	53.76%	52.42%	0.0
DECEMBER 2012 TOTAL	86	10	11.63%	10.00%	0.0	47	54.65%	52.42%	0.0
CHANGES	7	0	-0.88%	0	0	3	-0.89%	0	0

### **Economic Development Minority Utilization Trend**



### **Economic Development Female Utilization Trend**

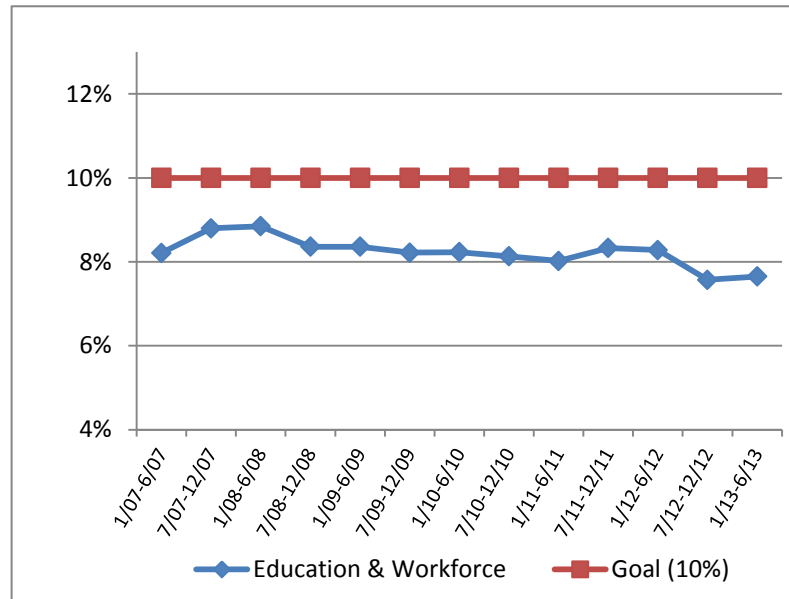


## EDUCATION & WORKFORCE DEVELOPMENT CABINET

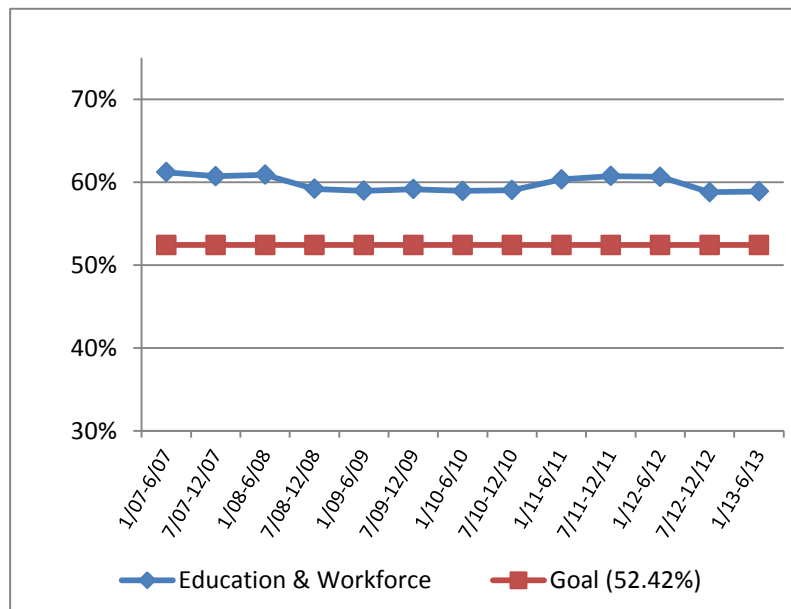
### January - June 2013 Utilization Table

JOB CATEGORY	TOT EMPS	MIN	% MIN	MIN PROJ % GOAL	# MIN NEEDED	FEMALE EMPS	% FEMALE	FEMALE PROJ % GOAL	# FEMALE NEEDED
EEO GRP 1: OFFICIALS & ADMIN	330	30	9.09%	10.00%	3	193	58.48%	52.42%	0.0
EEO GRP 2: PROFESSIONAL	2,225	155	6.97%	10.00%	67.5	1,324	59.51%	52.42%	0.0
EEO GRP 3: TECHNICIANS	100	10	10%	10.00%	0.0	52	52%	52.42%	0.5
EEO GRP 4: PROTECT SERV WRKR	8	0	0.0%	10.00%	0.8	1	12.50%	52.42%	3.2
EEO GRP 5: PARA PROFESSIONAL	88	10	11.36%	10.00%	0.0	53	60.23%	52.42%	0.0
EEO GRP 6: OFFICE & CLERICAL	114	9	7.89%	10.00%	2.4	103	90.35%	52.42%	0.0
EEO GRP 7: SKILLED WORKER	20	3	15%	10.00%	0.0	3	15%	52.42%	7.5
EEO GRP 8: SERVICE MAINTENANCE	108	12	11.11%	10.00%	0.0	33	30.56%	52.42%	23.7
EEO GRP 9: OTHER	1	0	0.0%	10.00%	0.1	1	100%	52.42%	0.0
TOTAL	2,994	229	7.65%	10.00%	70.4	1,763	58.88%	52.42%	0.0
DECEMBER 2012 TOTAL	3,116	236	7.57%	10.00%	75.6	1,832	58.79%	52.42%	0.0
CHANGES	-122	-7	0.08%	0	5.2	-69	0.09%	0	0

### Education & Workforce Development Minority Utilization Trend



### Education & Workforce Development Female Utilization Trend



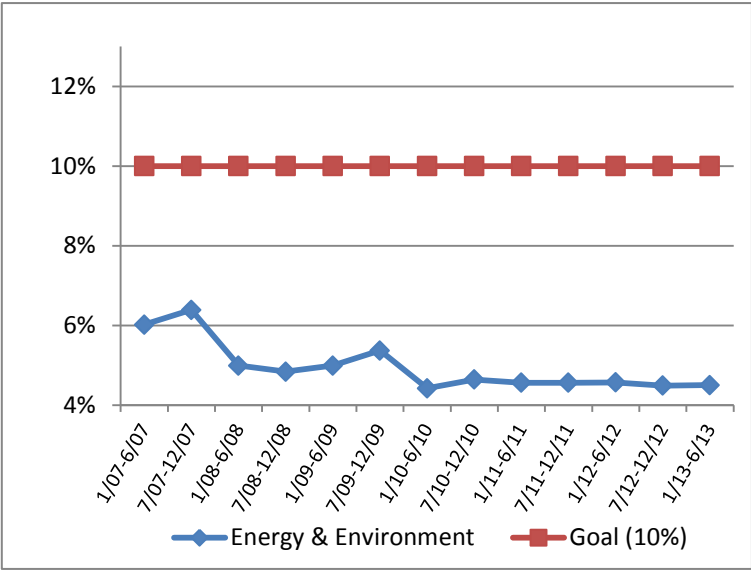
## ENERGY & ENVIRONMENT CABINET

### January – June 2013 Utilization Table

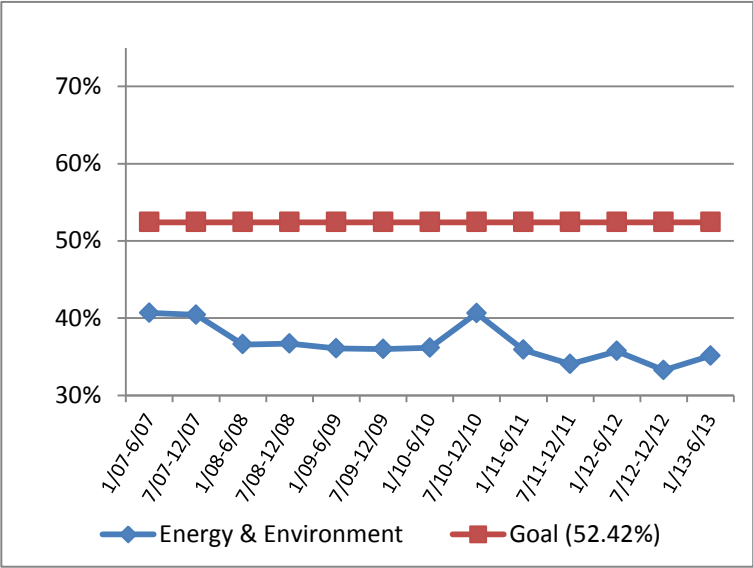
JOB CATEGORY	TOT EMPS	MIN	% MIN	MIN PROJ % GOAL	# MIN NEEDED	FEMALE EMPS	% FEMALE	FEMALE PROJ % GOAL	# FEMALE NEEDED
EEO GRP 1: OFFICIALS & ADMIN	251	12	4.78%	10.00%	13.1	85	33.86%	52.42%	46.6
EEO GRP 2: PROFESSIONAL	1,214	60	4.94%	10.00%	61.4	454	37.40%	52.42%	182.4
EEO GRP 3: TECHNICIANS	141	2	1.42%	10.00%	12.1	15	10.64%	52.42%	59
EEO GRP 4: PROTECT SERV WRKR	--	--	--	--	--	--	--	--	--
EEO GRP 5: PARA PROFESSIONAL	5	0	0.0%	10.00%	0.5	4	80%	52.42%	0.0
EEO GRP 6: OFFICE & CLERICAL	14	0	0.0%	10.00%	1.4	13	92.86%	52.42%	0.0
EEO GRP 7: SKILLED WORKER	10	0	0.0%	10.00%	1	4	40%	52.42%	1.3
EEO GRP 8: SERVICE MAINTENANCE	8	0	0.0%	10.00%	0.8	2	25%	52.42%	2.2
EEO GRP 9: OTHER	--	--	--	--	--	--	--	--	--
TOTAL	1,643	74	4.50%	10.00%	90.3	504	30.70%	52.42%	357.3
DECEMBER 2012 TOTAL	1,759	79	4.49%	10.00%	96.9	585	33.26%	52.42%	337.1
CHANGES	116	-5	0.01%	0	-6.6	-81	-2.56	0	20.2



**Energy & Environment Minority Utilization Trend**



**Energy & Environment Female Utilization Trend**

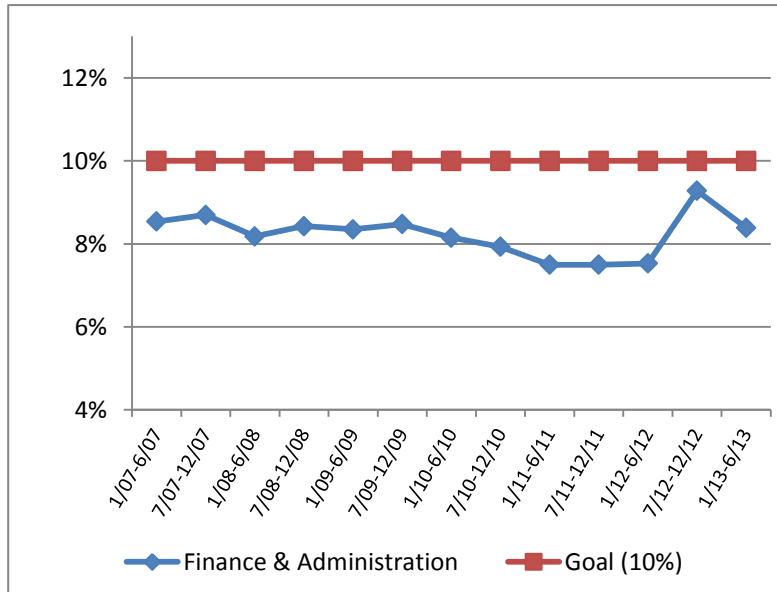


## FINANCE & ADMINISTRATION CABINET

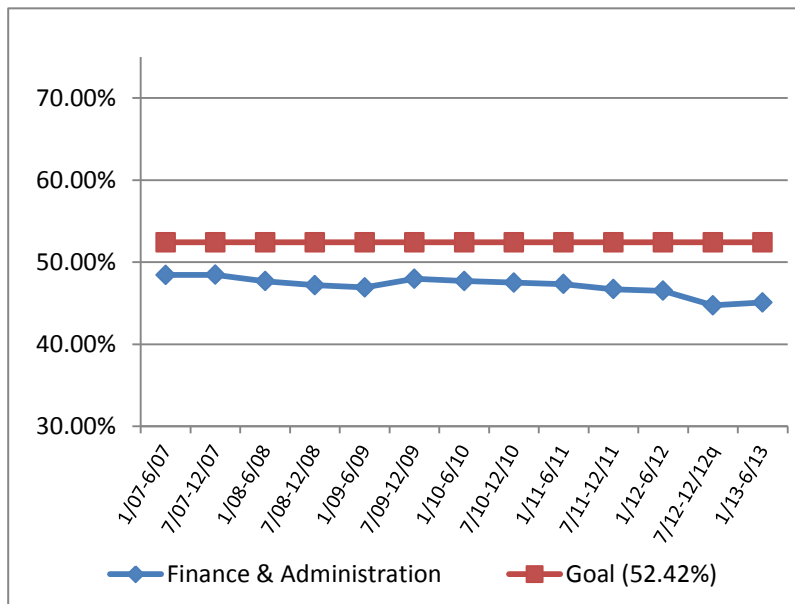
### January – June 2013 Utilization Table

JOB CATEGORY	TOT EMPS	MIN	% MIN	MIN PROJ % GOAL	# MIN NEEDED	FEMALE EMPS	% FEMALE	FEMALE PROJ % GOAL	# FEMALE NEEDED
EEO GRP 1: OFFICIALS & ADMIN	405	32	7.90%	10.00%	8.5	152	37.53%	52.42%	60.4
EEO GRP 2: PROFESSIONAL	1,187	97	8.17%	10.00%	21.7	626	52.74%	52.42%	0.0
EEO GRP 3: TECHNICIANS	239	23	9.62%	10.00%	0.9	80	33.47%	52.42%	45.3
EEO GRP 4: PROTECT SERV WRKR	--	-	--	--	--	--	--	--	
EEO GRP 5: PARA PROFESSIONAL	54	5	9.26%	10.00%	0.4	31	57.41%	52.42%	0.0
EEO GRP 6: OFFICE & CLERICAL	66	8	12.12%	10.00%	0.0	38	57.58%	52.42%	0.0
EEO GRP 7: SKILLED WORKER	101	1	0.99%	10.00%	9.1	5	4.95%	52.42%	48
EEO GRP 8: SERVICE MAINTENANCE	46	10	21.74%	10.00%	0.0	14	30.43%	52.42%	10.2
EEO GRP 9: OTHER	--	--	--	--	--	--	--	--	--
TOTAL	2,098	176	8.39%	10.00%	33.8	946	45.09%	52.42%	153.8
DECEMBER 2012 TOTAL	2,155	200	9.28%	10.00%	15.5	964	44.73%	52.42%	165.7
CHANGES	-37	-24	-0.89%	0	18.3	-18	0.36%	0	-11.9

### **Finance & Administration Minority Utilization Trend**



### **Finance & Administration Female Utilization Trend**

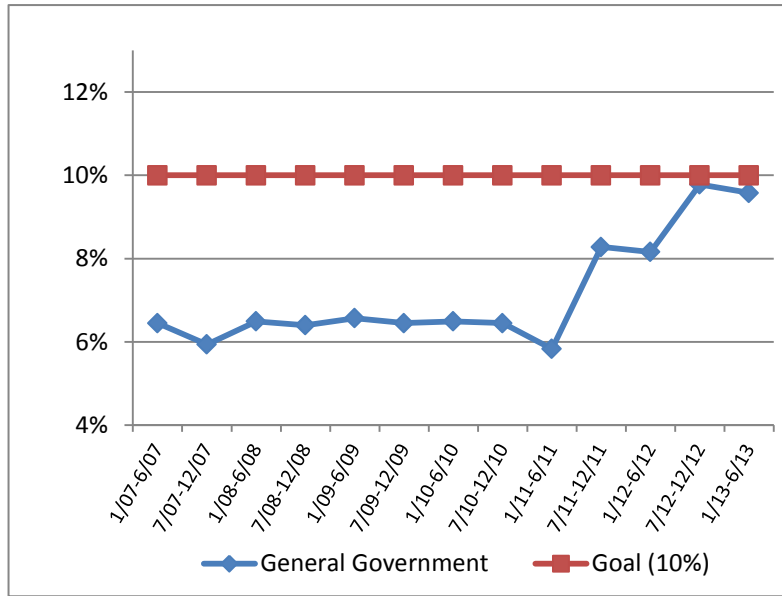


## GENERAL GOVERNMENT

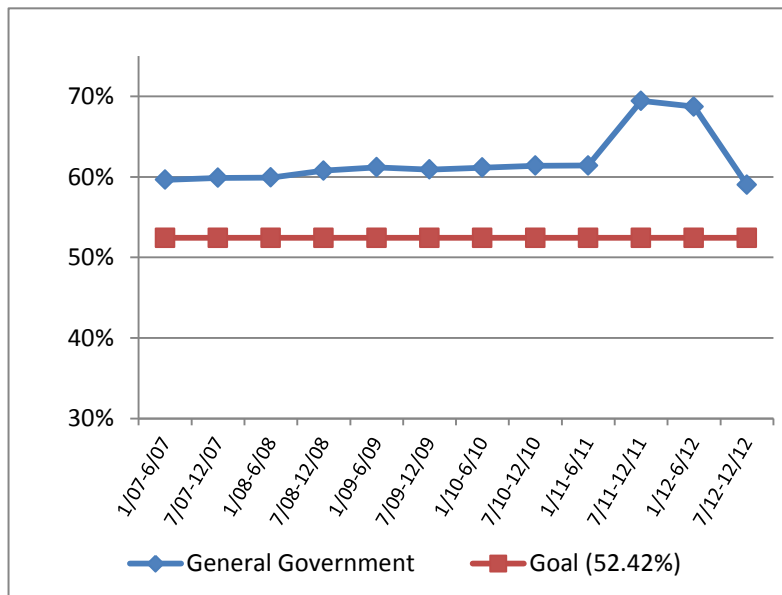
### January – June 2013 Utilization Table

JOB CATEGORY	TOT EMPS	MIN	% MIN	MIN PROJ % GOAL	# MIN NEEDED	FEMALE EMPS	% FEMALE	FEMALE PROJ % GOAL	# FEMALE NEEDED
EEO GRP 1: OFFICIALS & ADMIN	205	15	7.32%	10.00%	5.5	80	39%	52.42%	27.5
EEO GRP 2: PROFESSIONAL	1,053	115	10.92%	10.00%	0.0	597	56.7%	52.42%	0.0
EEO GRP 3: TECHNICIANS	144	7	4.86%	10.00%	7.4	95	65.97%	52.42%	0.0
EEO GRP 4: PROTECT SERV WRKR	289	31	10.37%	10.00%	0.0	133	46.02%	52.42%	18.5
EEO GRP 5: PARA PROFESSIONAL	309	32	10.36%	10.00%	0.0	280	90.61%	52.42%	0.0
EEO GRP 6: OFFICE & CLERICAL	51	6	11.76%	10.00%	0.0	44	86.27%	52.42%	0.0
EEO GRP 7: SKILLED WORKER	62	4	6.45%	10.00%	2.2	11	17.74%	52.42%	21.5
EEO GRP 8: SERVICE MAINTENANCE	214	13	6.07%	10.00%	8.4	136	63.55%	52.42%	0.0
EEO GRP 9: OTHER	--	--	--	--	--	--	--	--	--
TOTAL	2,327	223	9.58%	10.00%	9.7	1,376	59.13%	52.42%	0.0
DECEMBER 2012 TOTAL	2,352	230	9.78%	10.00%	5.2	1,388	59.01%	52.42%	0.0
CHANGES	-25	-7	-0.20%	0	4.5	-12	0.12%	0	0

### **General Government Minority Utilization Trend<sup>3</sup>**



### **General Government Female Utilization Trend<sup>4</sup>**



<sup>3</sup> Beginning with the June – December 2011 reporting period, employees with the United Prosecutorial Service, the Attorney General, the Secretary of State, the State Treasurer, the Commissioner of Agriculture and the State Auditor were not included in the count for General Government. (Please see page 6 for an explanation of this change in the reporting format.)

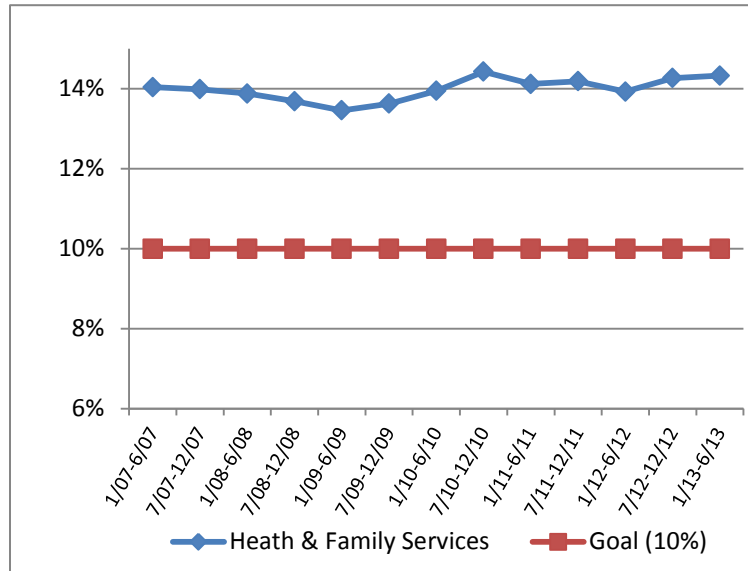
<sup>4</sup> *Ibid....*

## HEALTH & FAMILY SERVICES CABINET

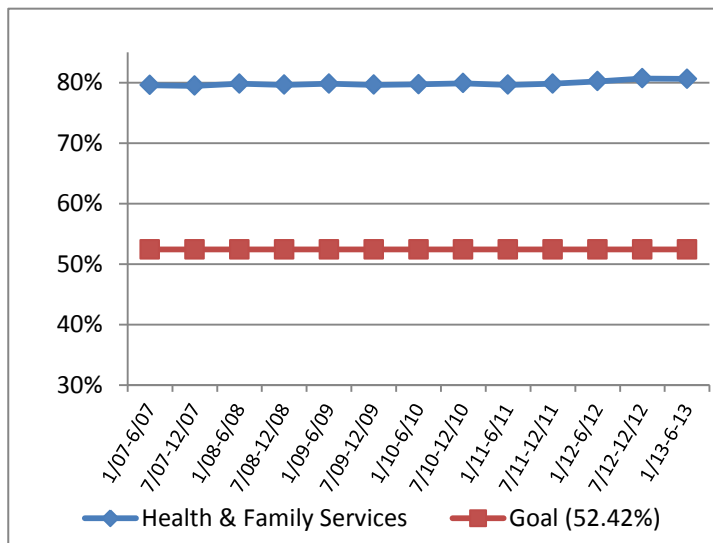
### January – June 2013 Utilization Table

JOB CATEGORY	TOT EMPS	MIN	% MIN	MIN PROJ % GOAL	# MIN NEEDED	FEMALE EMPS	% FEMALE	FEMALE PROJ % GOAL	# FEMALE NEEDED
EEO GRP 1: OFFICIALS & ADMIN	396	35	8.84%	10.00%	4.6	280	70.71	52.42%	0.0
EEO GRP 2: PROFESSIONAL	4,454	532	11.94%	10.00%	0.0	3,599	80.80%	52.42%	0.0
EEO GRP 3: TECHNICIANS	147	23	15.65%	10.00%	0.0	89	60.54%	52.42%	0.0
EEO GRP 4: PROTECT SERV WRKR	69	9	13.04%	10.00%	0.0	24	34.78%	52.42%	12.2
EEO GRP 5: PARA PROFESSIONAL	1,623	257	15.83%	10.00%	0.0	1,384	85.27%	52.42%	0.0
EEO GRP 6: OFFICE & CLERICAL	540	77	14.26%	10.00 %	0.0	520	96.30%	52.42%	0.0
EEO GRP 7: SKILLED WORKER	61	7	11.48%^	10.00%	0.0	12	19.67%	52.42%	20
EEO GRP 8: SERVICE MAINTENANCE	267	143	53.56%	10.00%	0.0	184	68.91%	52.42%	0.0
EEO GRP 9: OTHER	--	--	--	--	--	--	--	--	--
TOTAL	7,557	1,083	14.33%	10.00%	0.0	6,092	80.61%	52.42%	0.0
DECEMBER 2012 TOTAL	7,484	1,068	14.27%	10.00%	0.0	6,040	80.71%	52.42%	0.0
CHANGES	73	15	0.06%	0	0	52	-0.10%	0	0

### **Health & Family Services Minority Utilization Trend**



### **Health & Family Services Female Utilization Trend**



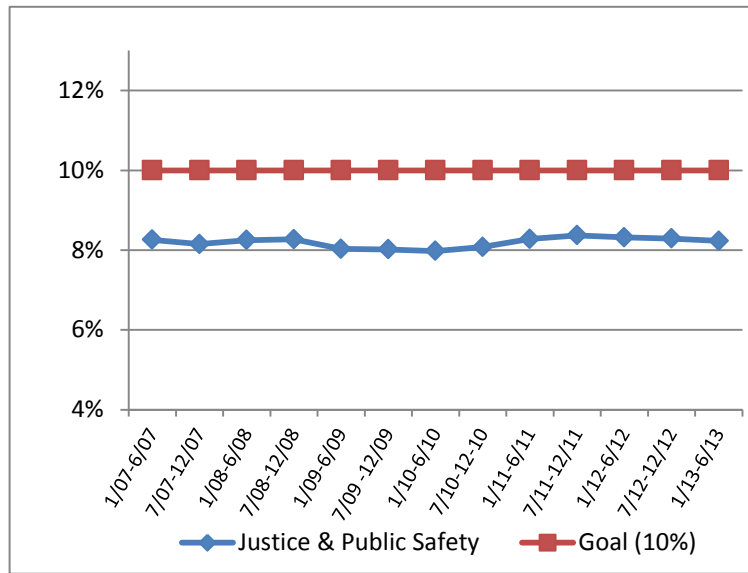
## JUSTICE & PUBLIC SAFETY CABINET

### January – June 2013 Utilization Table

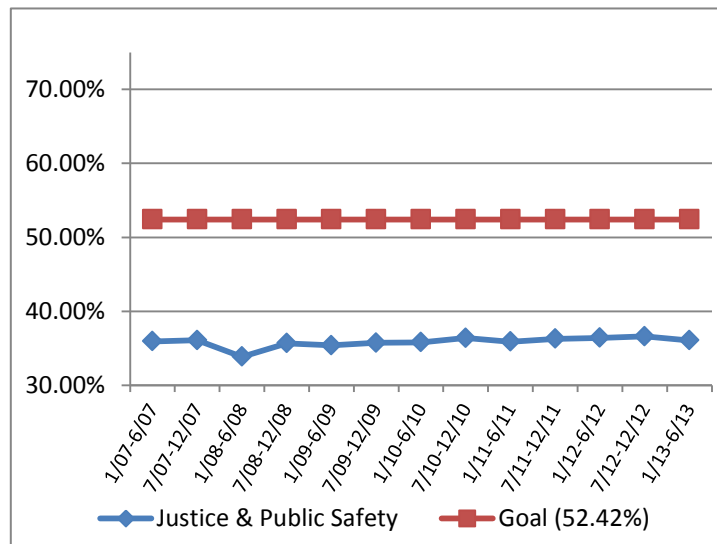
JOB CATEGORY	TOT EMPS	MIN	% MIN	MIN PROJ % GOAL	# MIN NEEDED	FEMALE EMPS	% FEMALE	FEMALE PROJ % GOAL	# FEMALE NEEDED
EEO GRP 1: OFFICIALS & ADMIN	389	40	10.28%	10.00%	0.0	161	41.39%	52.42%	43
EEO GRP 2: PROFESSIONAL	3,574	359	10.01%	10.00%	0.0	1,681	47.03%	52.42%	192.5
EEO GRP 3: TECHNICIANS	181	7	3.87%	10.00%	11.1	95	52.49%	52.42%	0.0
EEO GRP 4: PROTECT SERV WRKR	3,044	208	6.83%	10.00%	96.4	508	16.69%	52.42%	1,087.7
EEO GRP 5: PARA PROFESSIONAL	93	15	16.13%	10.00%	0.0	46	49.46%	52.42%	2.8
EEO GRP 6: OFFICE & CLERICAL	533	29	5.44%	10.00%	24.3	370	69.42%	52.42%	0.0
EEO GRP 7: SKILLED WORKER	200	5	2.5%	10.00%	15	33	16.50%	52.42%	71.9
EEO GRP 8: SERVICE MAINTENANCE	62	2	3.23%	10.00%	4.2	19	30.65%	52.42%	13.5
EEO GRP 9: OTHER	--	--	--	--	--	--	--	--	--
TOTAL	8,076	655	8.23%	10.00%	152.6	2,913	36.07%	52.42%	1,320.5
DECEMBER 2012 TOTAL	7,976	661	8.29%	10.00%	136.6	2,919	36.60%	52.42%	1,262.1
CHANGES	100	-6	-0.06%	0	16	-6	-0.53%	0	58.4



### **Justice & Public Safety Minority Utilization Trend**



### **Justice & Public Safety Female Utilization Trend**

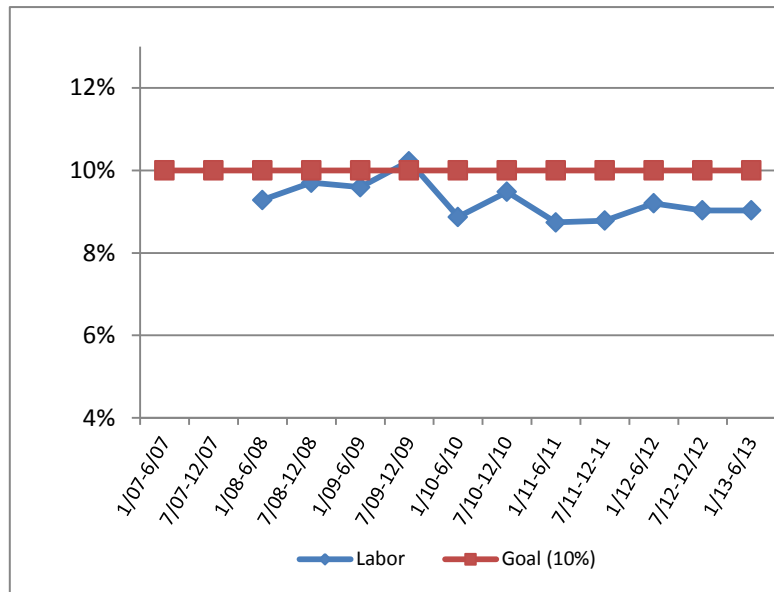


## LABOR CABINET

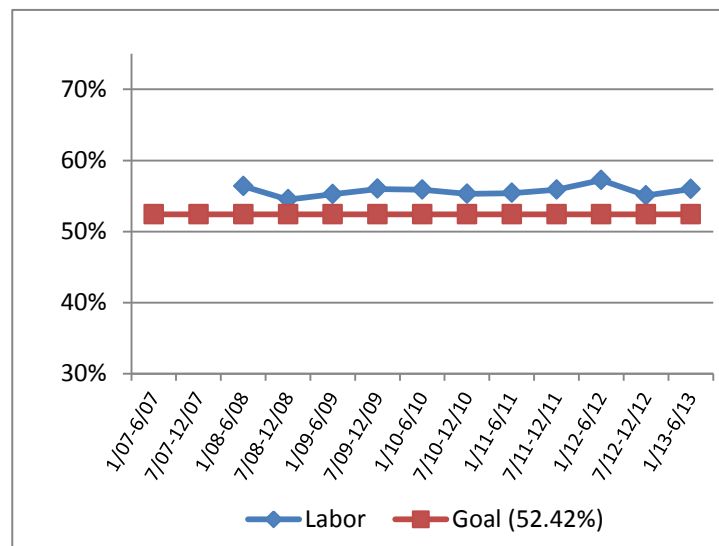
### January – June 2013 Utilization Table

JOB CATEGORY	TOT EMPS	MIN	% MIN	MIN PROJ % GOAL	# MIN NEEDED	FEMALE EMPS	% FEMALE	FEMALE PROJ % GOAL	# FEMALE NEEDED
EEO GRP 1: OFFICIALS & ADMIN	55	2	3.64%	10.00%	3.5	28	50.91%^	52.42%	0.9
EEO GRP 2: PROFESSIONAL	291	28	9.62%	10.00%	1.1	158	54.30%	52.42%	0.0
EEO GRP 3: TECHNICIANS	36	8	22.22%	10.00%	0.0	16	44.44%	52.42%	2.9
EEO GRP 4: PROTECT SERV WRKR	12	0	0%	10.00%	1.2	1	8.33%	52.42%	5.3
EEO GRP 5: PARA PROFESSIONAL	17	0	0%	10.00%	1.7	16	94.12%	52.42%	0.0
EEO GRP 6: OFFICE & CLERICAL	26	2	7.69%	10.00%	0.6	26	100%	52.42%	0.0
EEO GRP 7: SKILLED WORKER	2	0	0%	10.00%	0.2	1	50%	52.42%	0.1
EEO GRP 8: SERVICE MAINTENANCE	4	0	0%	10.00%	0.4	2	50%	52.42%	0.1
EEO GRP 9: OTHER	-	--	--	--	--	--	--	--	--
TOTAL	443	40	9.03%	10.00%	4.3	248	55.98%	52.42%	0.0
DECEMBER 2012 TOTAL	443	40	9.03%	10.00%	4.3	244	55.08%	52.42%	0.0
CHANGES	0	0	0	0	0	4	0.90%	0	0

### **Labor Minority Utilization Trend<sup>5</sup>**



### **Labor Female Utilization Trend<sup>6</sup>**



<sup>5</sup> The Labor Cabinet was created in early 2008 and therefore no trend information exists before the 06/2008 reporting period.

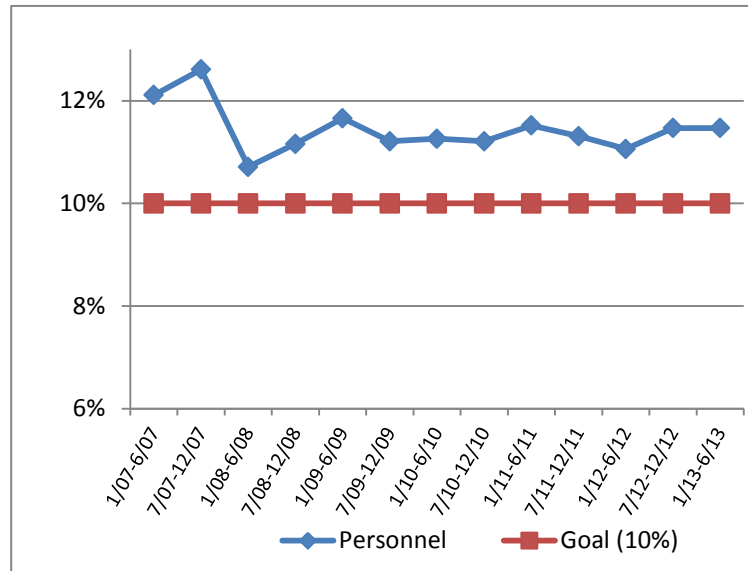
<sup>6</sup> *Ibid...*

## PERSONNEL CABINET

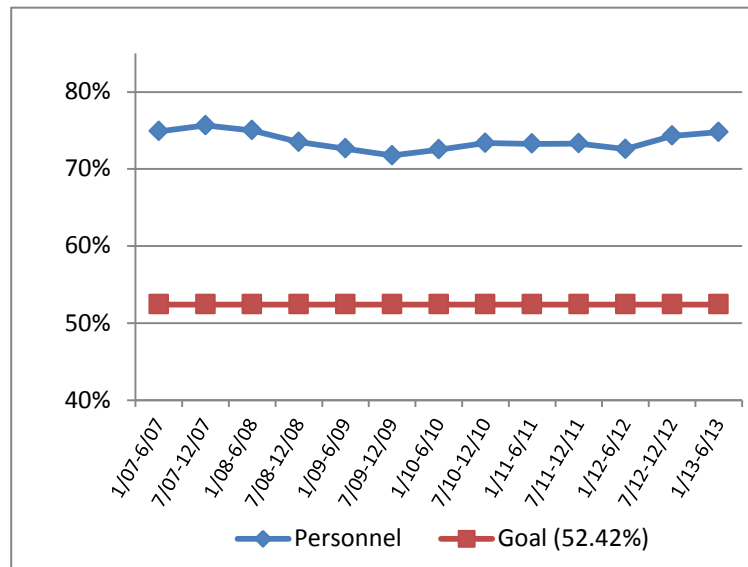
### January – June 2013 Utilization Table

JOB CATEGORY	TOT EMPS	MIN	% MIN	MIN PROJ % GOAL	# MIN NEEDED	FEMALE EMPS	% FEMALE	FEMALE PROJ % GOAL	# FEMALE NEEDED
EEO GRP 1: OFFICIALS & ADMIN	34	3	8.82%	10.00%	0.4	18	52.94%	52.42%	0.0
EEO GRP 2: PROFESSIONAL	166	20	12.05%	10.00%	0.0	133	80.12%	52.42%	0.0
EEO GRP 3: TECHNICIANS	14	2	14.29%	10.00%	0.0	9	64.29%	52.42%	0.0
EEO GRP 4: PROTECT SERV WRKR	--	--	--	--	--	--	--	--	--
EEO GRP 5: PARA PROFESSIONAL	--	--	--	--	--	--	--	--	--
EEO GRP 6: OFFICE & CLERICAL	4	0	0%	10.00%	0.4	3	75.00%	52.42%	0.0
EEO GRP 7: SKILLED WORKER	--	--	--	--	--	--	--	--	--
EEO GRP 8: SERVICE MAINTENANCE	--	--	--	--	--	--	--	--	--
EEO GRP 9: OTHER	--	--	--	--	--	--	--	--	--
TOTAL	218	25	11.47%	10.00%	0.0	163	74.77%	52.42%	0.0
DECEMBER2012 TOTAL	218	25	11.47%	10.00%	0.0	162	74.31%	52.42%	0.0
CHANGES	0	0	0	0	0	1	0.46%	0	0

### **Personnel Minority Utilization Trend**



### **Personnel Female Utilization Trend**

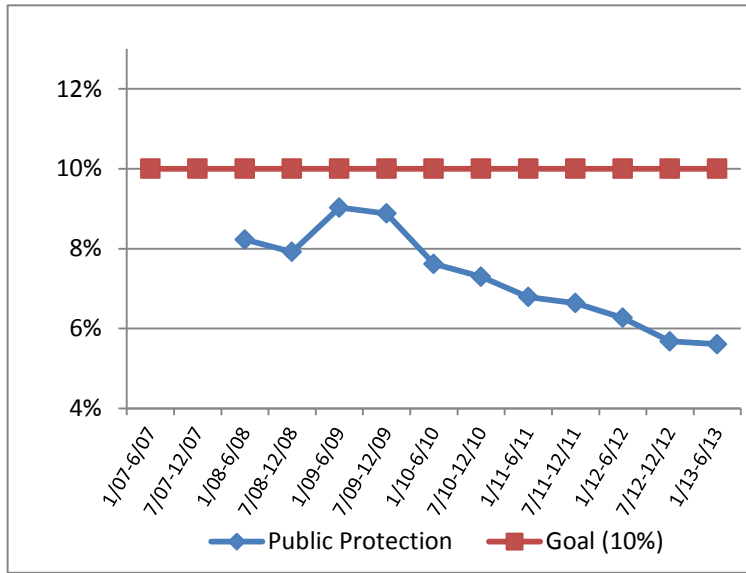


## PUBLIC PROTECTION CABINET

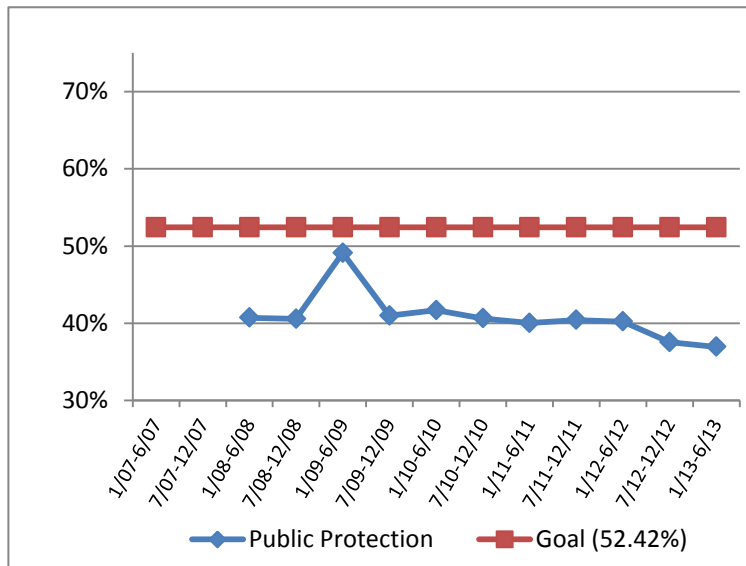
### January – June 2013 Utilization Table

JOB CATEGORY	TOT EMPS	MIN	% MIN	MIN PROJ % GOAL	# MIN NEEDED	FEMALE EMPS	% FEMALE	FEMALE PROJ % GOAL	# FEMALE NEEDED
EEO GRP 1: OFFICIALS & ADMIN	114	7	6.14%	10.00%	4.4	35	30.70%	52.42%	24.8
EEO GRP 2: PROFESSIONAL	403	26	6.45%	10.00%	14.3	205	50.87%	52.42%	6.3
EEO GRP 3: TECHNICIANS	169	7	4.14%	10.00%	9.9	19	11.24%	52.42%	69.6
EEO GRP 4: PROTECT SERV WRKR	--	--	--	--	--	--	--	--	--
EEO GRP 5: PARA PROFESSIONAL	5	0	0%	10.00%	0.5	5	100%	52.42%	0.0
EEO GRP 6: OFFICE & CLERICAL	7	0	0%	10.00%	0.7	5	71.43%	52.42%	0.0
EEO GRP 7: SKILLED WORKER	29	0	0%	10.00%	2.9	1	3.45%	52.42%	14.3
EEO GRP 8: SERVICE MAINTENANCE	4	1	25%	10.00%	0.0	0	0%	52.42%	2.1
EEO GRP 9: OTHER	--	--	--	--	--	--	--	--	--
TOTAL	731	41	5.61%	10.00%	32.1	270	36.94%	52.42%	113.2
DECEMBER 2012 TOTAL	722	41	5.68%	10.00%	31.2	271	37.53%	52.42%	107.5
CHANGES	9	0	-0.07%	0	0.9	-1	-0.59%	0	5.7

### **Public Protection Minority Utilization Trend<sup>7</sup>**



### **Public Protection Female Utilization Trend<sup>8</sup>**



<sup>7</sup> The Public Protection Cabinet was created in early 2008 and therefore no trend information exists before the 06/08 reporting period.

<sup>8</sup> *Ibid...*

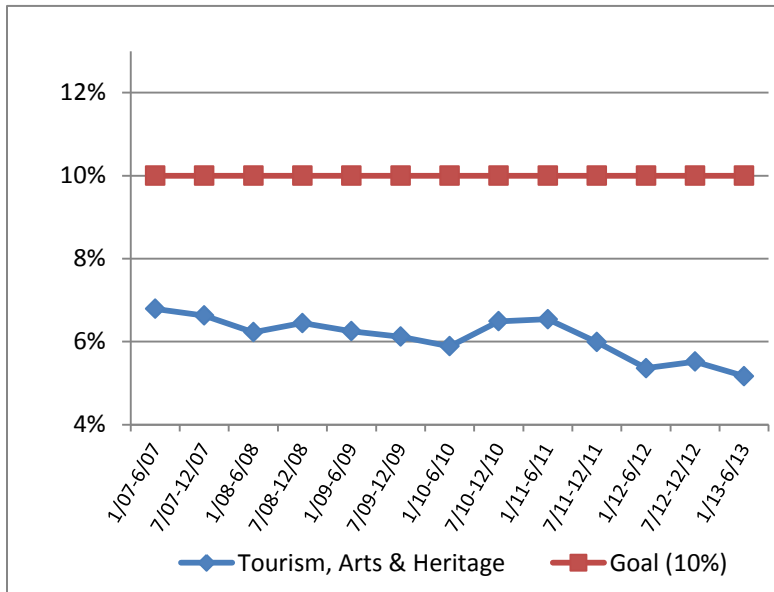
## TOURISM, ARTS & HERITAGE CABINET

### January – June 2013 Utilization Table

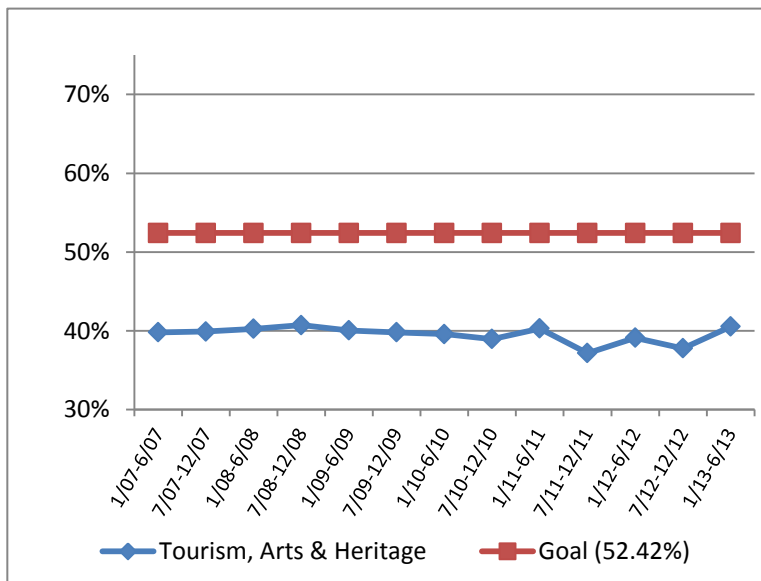
JOB CATEGORY	TOT EMPS	MIN	% MIN	MIN PROJ % GOAL	# MIN NEEDED	FEMALE EMPS	% FEMALE	FEMALE PROJ % GOAL	# FEMALE NEEDED
EEO GRP 1: OFFICIALS & ADMIN	216	9	4.17%	10.00%	12.6	66	30.56%	52.42%	47.3
EEO GRP 2: PROFESSIONAL	577	24	4.16%	10.00%	33.7	282	48.87%	52.42%	20.5
EEO GRP 3: TECHNICIANS	63	6	9.52%	10.00%	0.3	19	30.16%	52.42%	14.1
EEO GRP 4: PROTECT SERV WRKR	181	4	2.21%	10.00%	14.1	5	2.76%	52.42%	89.9
EEO GRP 5: PARA PROFESSIONAL	155	2	1.29%	10.00%	13.5	36	23.23%	52.42%	45.3
EEO GRP 6: OFFICE & CLERICAL	158	6	3.80%	10.00%	9.8	118	74.68%	52.42%	0.0
EEO GRP 7: SKILLED WORKER	265	10	3.77%	10.00%	16.5	28	10.57%	52.42%	111
EEO GRP 8: SERVICE MAINTENANCE	707	59	8.35%	10.00%	11.7	387	54.74%	52.42%	0.0
EEO GRP 9: OTHER	--	--	--	--	--	--	--	--	--
TOTAL	2,322	120	5.17%	10.00%	112.2	941	40.53%	52.42%	276.2
DECEMBER 2012 TOTAL	1,991	110	5.52%	10.00%	89.1	752	37.77%	52.42%	291.7
CHANGES	331	10	-0.35%	0	23.1	189	2.76%	0	-15.5



### **Tourism, Arts & Heritage Minority Utilization Trend**



### **Tourism, Arts & Heritage Female Utilization Trend**

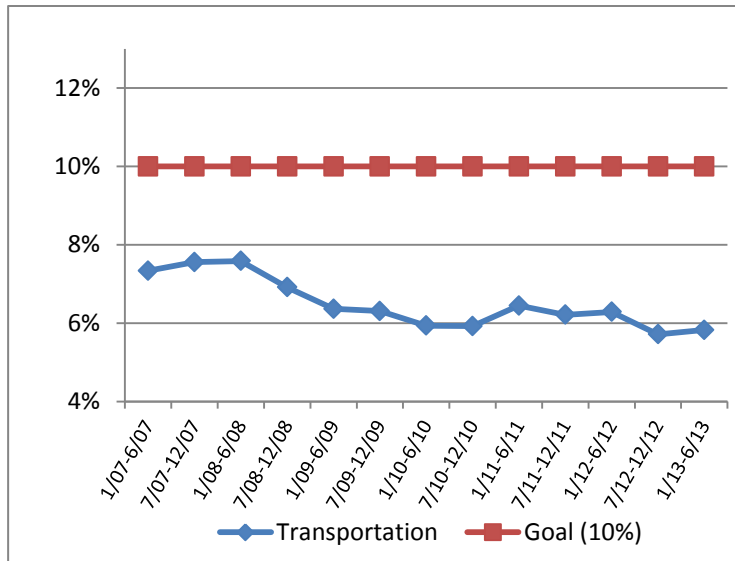


## TRANSPORTATION CABINET

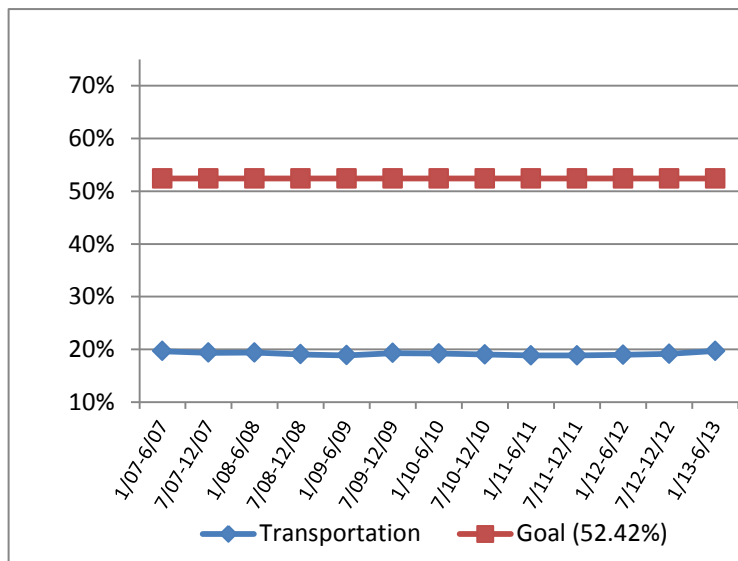
### January – June 2012 Utilization Table

JOB CATEGORY	TOT EMPS	MIN	% MIN	MIN PROJ % GOAL	# MIN NEEDED	FEMALE EMPS	% FEMALE	FEMALE PROJ % GOAL	# FEMALE NEEDED
EEO GRP 1: OFFICIALS & ADMIN	342	10	2.92%	10.00%	24.2	70	20.47%	52.42%	109.3
EEO GRP 2: PROFESSIONAL	1,736	136	7.83%	10.00%	37.6	654	37.67%	52.42%	256.1
EEO GRP 3: TECHNICIANS	400	23	5.75%	10.00%	17	86	21.5%	52.42%	123.7
EEO GRP 4: PROTECT SERV WRKR	5	0	0%	10.00%	0.5	1	20%	52.42%	1.7
EEO GRP 5: PARA PROFESSIONAL	101	7	6.93%	10.00%	3.1	18	17.82%	52.42%	35
EEO GRP 6: OFFICE & CLERICAL	134	17	12.69%	10.00%	0.0	51	38.06%	52.42%	19.3
EEO GRP 7: SKILLED WORKER	1,772	84	4.74%	10.00%	93.2	45	2.54%	52.42%	883.9
EEO GRP 8: SERVICE MAINTENANCE	384	7	1.82%	10.00%	31.4	35	9.11%	52.42%	166.3
EEO GRP 9: OTHER	--	--	--	--	--	--	--	--	--
TOTAL	4,874	284	5.83%	10.00%	203.4	960	19.70%	52.42%	1,595
DECEMBER 2012 TOTAL	4,808	275	5.72%	10.00%	205.8	920	19.13%	52.42%	1,600.4
CHANGES	66	9	0.11%	0	-2.4	40	0.57%	0	-5.4

### **Transportation Minority Utilization Trend**



### **Transportation Female Utilization Trend**



## **APPENDICIES**

## APPENDIX 1 -SECRETARY OF STATE

### January – June 2013 Utilization Table

JOB CATEGORY	TOT EMPS	MIN	% MIN	MIN PROJ % GOAL	# MIN NEEDED	FEMALE EMPS	% FEMALE	FEMALE PROJ % GOAL	# FEMALE NEEDED
EEO GRP 1: OFFICIALS & ADMIN	4	0	0.0%	10.00%	0.4	2	50%	52.42%	0.1
EEO GRP 2: PROFESSIONAL	24	1	4.17%	10.00%	1.4	18	75%	52.42%	0.0
EEO GRP 3: TECHNICIANS	1	0	0.0%	10.00%	0.1	0	0.0%	52.42%	0.6
EEO GRP 4: PROTECT SERV WRKR	--	--	--	--	--	--	--	--	--
EEO GRP 5: PARA PROFESSIONAL	--	--	--	--	--	--	--	--	--
EEO GRP 6: OFFICE & CLERICAL	1	0	0.0%	10.00%	0.1	1	100%	52.42%	0.0
EEO GRP 7: SKILLED WORKER	--	--	--	--	--	--	--	--	--
EEO GRP 8: SERVICE MAINTENANCE	--	--	--	--	--	--	--	--	--
EEO GRP 9: OTHER	--	--	--	--	--	--	--	--	--
TOTAL	30	1	3.33%	10.00%	2	21	70%	52.42%	0.0
DECEMBER 2012 TOTAL	29	1	3.45%	10.00%	1.9	20	68.97%	52.42%	0.0
CHANGES	1	0	-0.12%	0	0.1	1	1.03%	0	0

## APPENDIX 2 - ATTORNEY GENERAL

### January – December 2013 Utilization Table

JOB CATEGORY	TOT EMPS	MIN	% MIN	MIN PROJ % GOAL	# MIN NEEDED	FEMALE EMPS	% FEMALE	FEMALE PROJ % GOAL	# FEMALE NEEDED
EEO GRP 1: OFFICIALS & ADMIN	44	4	9.09%	10.00%	0.4	20	45.45%	52.42%	3.1
EEO GRP 2: PROFESSIONAL	161	9	5.59%	10.00%	7.1	85	52.8%	52.42%	0.0
EEO GRP 3: TECHNICIANS	3	0	0.0%	10.00%	0.3	1	33.33%	52.42%	0.6
EEO GRP 4: PROTECT SERV WRKR	--	--	--	--	--	--	--	--	--
EEO GRP 5: PARA PROFESSIONAL	2	1	50%	10.00%	0.1	2	100%	52.42%	0.0
EEO GRP 6: OFFICE & CLERICAL	5	0	0.0%	10.00%	0.5	5	100%	52.42%	0.0
EEO GRP 7: SKILLED WORKER	2	0	0.0	10.00%	0.2	2	100%	52.42%	0.0
EEO GRP 8: SERVICE MAINTENANCE	--	--	--	--	--	--	--	--	--
EEO GRP 9: OTHER	--	--	--	--	--	--	--	--	--
TOTAL	217	14	6.45%	10.00%	7.7	115	53%	52.42%	0.0
DECEMBER 2012 TOTAL	216	14	6.48%	10.00%	7.6	114	52.78%	52.42%	0.0
CHANGES	1	0	0.03%	0	0.1	1	0.22%	0	0

## APPENDIX 3 - STATE TREASURER

### January – June 2013 Utilization Table

JOB CATEGORY	TOT EMPS	MIN	% MIN	MIN PROJ % GOAL	# MIN NEEDED	FEMALE EMPS	% FEMALE	FEMALE PROJ % GOAL	# FEMALE NEEDED
EEO GRP 1: OFFICIALS & ADMIN	9	0	0.0%	10.00%	0.9	3	33.33%	52.42%	1.8
EEO GRP 2: PROFESSIONAL	19	1	5.26%	10.00%	0.9	14	73.68%	52.42%	0.0
EEO GRP 3: TECHNICIANS	2	0	0.0%	10.00%	0.2	1	50%	52.42%	0.1
EEO GRP 4: PROTECT SERV WRKR	--	--	--	--	--	--	--	--	--
EEO GRP 5: PARA PROFESSIONAL	--	--	--	--	--	--	--	--	--
EEO GRP 6: OFFICE & CLERICAL	2	1	50%	10.00%	0.0	2	100%	52.42%	0.0
EEO GRP 7: SKILLED WORKER	--	--	--	--	--	--	--	--	--
EEO GRP 8: SERVICE MAINTENANCE	--	--	--	--	--	--	--	--	--
EEO GRP 9: OTHER	--	--	--	--	--	--	--	--	--
TOTAL	32	2	6.25%	10.00%	1.2	20	62.5%	52.42%	0.0
DECEMBER 2012 TOTAL	29	1	3.45%	10.00%	1.9	18	62.07%	52.42%	0.0
CHANGES	3	1	2.8%	0	-0.7	2	0.43%	0	0

## APPENDIX 4 - AUDITOR OF PUBLIC ACCOUNTS

### January – June 2013 Utilization Table

JOB CATEGORY	TOT EMPS	MIN	% MIN	MIN PROJ % GOAL	# MIN NEEDED	FEMALE EMPS	% FEMALE	FEMALE PROJ % GOAL	# FEMALE NEEDED
EEO GRP 1: OFFICIALS & ADMIN	14	0	0.0%	10.00%	1.4	7	50%	52.42%	0.4
EEO GRP 2: PROFESSIONAL	122	8	6.56%	10.00%	4.2	78	6.93%	52.42%	0.0
EEO GRP 3: TECHNICIANS	1	0	0.0%	10.00%	0.1	0	0.0%	52.42%	0.6
EEO GRP 4: PROTECT SERV WRKR	--	--	--	--	--	--	--	--	--
EEO GRP 5: PARA PROFESSIONAL	--	--	--	--	--	--	--	--	--
EEO GRP 6: OFFICE & CLERICAL	2	1	50%	10.00%	0.0	0	0.0%	52.42%	1.1
EEO GRP 7: SKILLED WORKER	--	--	--	--	--	--	--	--	--
EEO GRP 8: SERVICE MAINTENANCE	--	--	--	--	--	--	--	--	--
EEO GRP 9: OTHER	--	--	--	--	--	--	--	--	--
TOTAL	139	9	6.47%	10.00%	4.9	85	61.15%	52.42%	0.0
DECEMBER 2012 TOTAL	138	9	6.52%	10.00%	4.8	89	64.49%	52.42%	0.0
CHANGES	1	0	-0.03%	0	0.1	-4	-3.34%	0	0



## APPENDIX 5 - DEPARTMENT OF AGRICULTURE

### January – June 2013 Utilization Table

JOB CATEGORY	TOT EMPS	MIN	% MIN	MIN PROJ % GOAL	# MIN NEEDED	FEMALE EMPS	% FEMALE	FEMALE PROJ % GOAL	# FEMALE NEEDED
EEO GRP 1: OFFICIALS & ADMIN	65	1	1.54%	10.00%	5.5	17	26.15%	52.42%	17.1
EEO GRP 2: PROFESSIONAL	110	7	6.36%	10.00%	4	42	38.18%	52.42%	15.7
EEO GRP 3: TECHNICIANS	101	2	1.98%	10.00%	8.1	23	22.77%	52.42%	30
EEO GRP 4: PROTECT SERV WRKR	--	--	--	--	--	--	--	--	--
EEO GRP 5: PARA PROFESSIONAL	3	1	33.33%	10.00%	0.0	3	100%	52.42%	0.0
EEO GRP 6: OFFICE & CLERICAL	17	5	29.41%	10.00%	0.0	7	41.18%	52.42%	2
EEO GRP 7: SKILLED WORKER	--	--	--	--	--	--	--	--	--
EEO GRP 8: SERVICE MAINTENANCE	3	2	66.67%	10.00%	0.0	1	33.33	52.42%	
EEO GRP 9: OTHER	--	--	--	--	--	--	--	--	--
TOTAL	299	18	6.02%	10.00%	11.9	93	31.1%	52.42%	63.8
DECEMBER 2012 TOTAL	292	14	4.79%	10.00%	15.2	94	32.19%	52.42%	59.1
CHANGES	7	4	1.23%	0	-3.3	-1	-1.09%	0	4.7

## APPENDIX 6 - UNIFIED PROSECUTORIAL SYSTEM

### January – June 2013 Utilization Table

JOB CATEGORY	TOT EMPS	MIN	% MIN	MIN PROJ % GOAL	# MIN NEEDED	FEMALE EMPS	% FEMALE	FEMALE PROJ % GOAL	# FEMALE NEEDED
EEO GRP 1: OFFICIALS & ADMIN	6	0	0%	10.00%	0.6	5	83.33%	52.42%	0
EEO GRP 2: PROFESSIONAL	704	20	2.84%	10.00%	50.4	263	37.36%	52.42%	106.1
EEO GRP 3: TECHNICIANS	--	--	--	--	--	--	--	--	--
EEO GRP 4: PROTECT SERV WRKR	39	1	2.56%	10.00%	2.9	15	38.46%	52.42%	5.5
EEO GRP 5: PARA PROFESSIONAL	--	--	--	--	--	--	--	--	--
EEO GRP 6: OFFICE & CLERICAL	384	13	3.39%	10.00%	25.4	373	97.14%	52.42%	0.0
EEO GRP 7: SKILLED WORKER	--	--	--	--	--	--	--	--	--
EEO GRP 8: SERVICE MAINTENANCE	--	--	--	--	--	--	--	--	--
EEO GRP 9: OTHER	--	--	--	--	--	--	--	--	--
<b>TOTAL</b>	<b>1,133</b>	<b>34</b>	<b>3%</b>	<b>10.00%</b>	<b>79.3</b>	<b>656</b>	<b>57.9%</b>	<b>52.42%</b>	<b>0.0</b>
<b>DECEMBER 2012 TOTAL</b>	<b>1,120</b>	<b>26</b>	<b>2.32%</b>	<b>10.00%</b>	<b>86</b>	<b>648</b>	<b>57.86%</b>	<b>52.42%</b>	<b>0.0</b>
<b>CHANGES</b>	<b>13</b>	<b>8</b>	<b>0.68%</b>	<b>0</b>	<b>-6.7</b>	<b>8</b>	<b>0.04%</b>	<b>0</b>	<b>0</b>

## APPENDIX 7 - EEO Job Category Descriptions

**Group 1. Officials and Administrators:** Occupations in which employees set broad policies, exercise overall responsibility for execution of these policies, direct individual departments or special phases of the agency's operations, or provide specialized consultation on regional, district or area basis. Includes: Department heads, directors, assistant directors, branch managers, environmental health program administrators, controllers, examiners, wardens, network engineers, resort park managers, police and fire chiefs, inspections and kindred workers.

**Group 2. Professionals:** Occupations which require specialized and theoretical knowledge which is usually acquired through college training or through work experience and other training which provides comparable knowledge. Includes: Personnel and labor relations workers, social workers, doctors, psychologists, registered nurses, economists, dieticians, lawyers, systems analysts, accountants, engineers, employment and vocational rehabilitation counselors, correctional captains, health policy assistants and other kindred workers.

**Group 3. Technicians:** Occupations which require a combination of basic scientific or technical knowledge with manual skill which can be obtained through specialized post secondary school education or through equivalent on the job training. Includes: Computer programmers and operators, draftsmen, surveyors, licensed practical nurses, photographers, radio operators, mine inspectors, programmers, systems engineer IT, highway technicians, technicians (medical, dental, electronic, physical sciences), administrative specialist I, inspectors and kindred workers.

**Group 4. Protective Service Workers:** Occupations in which workers are entrusted with public safety, security and protection from destructive forces. Includes: Correctional officers, fire fighters, KVE inspector, facilities security officers, state park rangers, detectives, Occupational Safety and Health Administration, (OSHA), safety consultants, hazardous device investigators, wildlife and boating law enforcement officers and kindred workers.

**Group 5. Paraprofessionals:** Occupations in which workers perform some of the duties of a professional or technician in a supportive role, which usually require less formal training and/or experience normally required for professional or technical status. Such positions may fall within an identified pattern of staff development and promotion under a "new careers" concept. Includes: Administrative assistants, family support specialists, laboratory aids, revenue examiners, medical aids, child support workers, youth workers, museum guides, house parents, fish and wildlife technicians and kindred workers.

**Group 6. Office and Clerical:** Occupations in which workers are responsible for internal and external communication, recording and retrieval of data and/or information, and other paper work required in an office. Includes: Administrative secretaries, bookkeepers, messengers, office machine operators, clerk-typists, stenographers, data entry operators, communication dispatchers, office managers, postal technicians, rehabilitation care aids, offender information specialists and kindred workers.

**Group 7. Skilled Worker:** Manual workers of relatively high level (precision production and repair) having a full and comprehensive knowledge of the process involved in their work.

Exercise considerable independent judgment and usually received an extensive period of training. Includes: mechanics and repair people, electricians, heavy equipment operators, highway superintendents, carpenters, HVAC inspectors, locksmiths, correctional farm managers, fisheries biologists and kindred workers.

**Group 8. Service/Maintenance:** Occupations in which workers perform duties which result in or contribute to the comfort, convenience, hygiene or safety of the general public or which contribute to the upkeep and care of buildings, facilities or grounds of public property. Workers in this group may operate machinery. Includes: Cooks, equine workers, elevator inspectors, highway equipment operators, janitors, laborers, laundry workers, park workers, patient aides, stores workers, veterans cemetery caretakers and kindred workers.